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REGULATIONS FOR THE ARMY IN INDIA

CORRECTED UP TO AND INCLUDING AMENDMENTS TO REGULATIONS, BOOKS AND FORMS.

Dated 1st April 1930.

CALCUTTA: GOVERNMENT OF INDIA
CENTRAL PUBLICATION BRANCH
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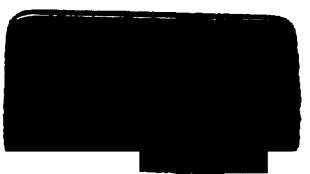

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PREFACE.

1. This volume is intended for the use of all officers. The book was completely revised in 1923 and rearranged in chapters, which necessitated a renumbering of paragraphs; a table is included after the index to show the numbers of the paragraphs in the old editions and the corresponding paragraphs in the present edition. All corrections received up to the 1st April 1930 have been included. Regulations which only concern one service or department are not included in this book; such instructions on departmental subjects as regimental officers must know are, however, included herein, in order to obviate the necessity of issuing departmental volumes to fighting units.

2. Command, district and brigade commanders and other officers commanding are responsible that the regulations and orders are strictly observed and that any local instructions or regimental orders that may be issued are guided and directed by their spirit and intention.

3. *Officers are expected to interpret these regulations reasonably and intelligently*, with due regard to the interests of the service, bearing in mind that no attempt has been made to provide for necessary and self-evident exceptions, nor for such matters of detail as should be provided for by the local authorities.

4. The other volumes of India Army Regulations with which British and Indian units are concerned are laid down in Appendix XLII.

Departmental volumes will be issued to all Staffs, but not to fighting units; see paragraph 800-A.

5. The rules in the King's Regulations are, when not at variance with these regulations, alike applicable to all ranks of the British and Indian army in India; such rules are not therefore reproduced in these regulations.

G. M. YOUNG,

Secretary to the Government of India.

SIMLA,

The 17th April 1930.

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DEFINITIONS.

In these rules unless inconsistent with the context :—

Brigade commander—includes the district (or divisional) commander in the case of units and stations directly under district or divisional headquarters.

District or Divisional commander—includes the officer commanding a district, an independent brigade or an independent brigade area.

European parentage—means a person whose father and maternal grandfather, or whose mother and paternal grandfather were of pure European origin, or who is the child of a marriage between persons of the above descent.

Officers of the Indian service—means officers of the Indian army, continuous service officers of the R. A. and R. E. Indian Signal Corps and R. A. V. C., other officers, R. E. and R. Signals, who have completed 18 years for Indian pension, officers of the Indian Medical Service, and officers of the Indian Land Forces. 47202. Q. M. G.-1

Soldier—includes warrant officer, non-commissioned officer and private.

Soldiers of the R. E. Indian establishment—soldiers of the Royal Engineers serving with sappers and miners who have elected continuous Indian service. A.-29211 (A. G. 3).

Unit—Royal Artillery—a battery, company, ammunition column, depôt or training centre.

Cavalry—a regiment or group centre.

Royal Engineers— a company.

Sappers and miners—a field troop, a field railway, divisional headquarters or depôt company, a bridging train, a detached section or platoon.

Pioneers—Corps Headquarters or a battalion—

Signal corps— a Corps Signals, Divisional Signals, District Signals, a Brigade Signal Troop, a L. of C. Signal unit, a Depot or Training Centre.

Infantry—a battalion, or depôt in the case of Gurkhas.

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D. M. S.

Indian Army Service corps—a supply unit, a depôt company, an animal transport company or depôt.

Medical units—A R. A. M. C. company, an Indian Hospital Corps company, a station hospital, a district laboratory, a central dermatological laboratory, a medical store depôt, a field ambulance, a casualty clearing station, a staging section, a general hospital, a hospital ship, a bearer unit, a motor ambulance convoy, an ambulance train, a sanitary section, a X-Ray unit, an advanced depôt of medical stores, a base depôt of medical stores, a convalescent depôt.

Veterinary units—a hospital, a mobile or field section.

Mechanical transport—a column, company, repair unit, or stores depôt.

Armoured cars and trains—a battery or company.

Educational and training establishments—a school of training or instruction.

Ordnance Establishments—an arsenal, a depôt.

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Explanations of abbreviations.

A. A.	Army Act.
A. D.	Army Department.
A. D. V. S.	Assistant Director of Veterinary Services.
A. G.	Adjutant General in India.
A. G. G.	Agent to the Governor-General.
A. H. Q.	Army Headquarters.
A. J. A. G.	Assistant Judge Advocate General.
A. O. C.	Air Officer Commanding.
A. R. D.	Army Remount Department.
A. R. I.	Army Regulations, India.
A. T.	Animal Transport.
A. T. M. S.	Army Tables, Miscellaneous Services.
B. O. Rs.	British other ranks.
C. M. A.	Controller of Military Accounts.
C. S. O.	Chief Signal Officer.
D. A. D. R.	Deputy Assistant Director of Remounts.
D. A. D. V. S.	Deputy Assistant Director of Veterinary Services.
D. D. V. S.	Deputy Director of Veterinary Services.
D. J. A. G.	Deputy Judge Advocate General.
D. M. S.	Director of Medical Services, A. H. Q.
D. R. I. M.	Director of Royal Indian Marine.
E. Rs.	Equipment Regulations.
F. G. A.	Frontier Garrison Artillery.
G. O. C.	General Officer Commanding.
G. O. C.-in-C.	General Officer Commanding-in-Chief.
G. of I.	Government of India.
H. Q.	Headquarters.
I. A. A.	Indian Army Act.
I. A. F.	India Army Form.
I. A. O. C.	Indian Army Ordnance Corps.
I. A. S. C.	Indian Army Service Corps.
I. A. W.	Indian articles of war.
I. E. E.	Indian Ecclesiastical Establishment.
I. O. Rs.	Indian other ranks.

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J. A. G.	Judge Advocate General.
K. R.	King's Regulations.
M. A. D.	Military Accounts Department.
m. c.	Medical certificate.
M. E. S.	Military Engineering Services.
M. G. O.	Master General of the Ordnance.
M. I. M. L.	Manual of Indian Military Law.
M. M. L.	Manual of Military Law.
M. N. S.	Military Nursing Service.
M. S.	Military Secretary.
M. T.	Mechanical Transport.
n. c. o.	Non-commissioned officer.
O. C.	Officer Commanding.
p. a.	Private affairs.
P. & A. Regs.	Pay and Allowance Regulations of the Army in India.
P. N. T. O.	Principal Naval Transport Officer, East Indies.
P. W. D.	Public Works Department.
Q. A. M. N. S.	Queen Alexandra's Military Nursing Service in India.
Q. M. G.	Quartermaster-General in India.
R. A. C. D.	Royal Army Chaplains Department.
R. A. I.	Regulations for the Army in India.
R. Signals	R. Signals.
R. W.	Royal Warrant.
s. a. a.	Small arms ammunition.
S. of S.	Secretary of State.
U. L.	Unattached List.
W. o.	Warrant officer.
W.O.	War Office.

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REGULATIONS FOR THE ARMY IN INDIA

1930.

CHAPTER I.—ORGANIZATION OF THE ARMY IN INDIA.

1. Composition.—The army in India is composed of those who have undertaken a definite liability for military service, *i.e.*, fighting troops administrative services, departments and followers.

The army in India comprises :—

(*a*) The regular British forces.

(*b*) The regular Indian forces.

(*c*) The Auxiliary Force.

(*d*) The Indian Territorial Force.

(*e*) The Indian Army Reserve.

(*f*) The Indian State forces, when placed at the disposal of the G. of I.

2. War establishment.—The war organization of the army and the war establishments of units are laid down in War Establishments (India), which are issued periodically.

3. Peace establishment.—The peace establishments of all units of the army are laid down in "Peace Establishments, India", which are issued periodically. A.-27958-A. G. 1.

4. Class composition.—The authorised class composition of units of the Indian Army is shown in the Indian Army List.

5. Distribution.—The distribution of the army is shown in the Indian Army List.

6. Control of the army.—The Governor-General in Council is the supreme head of the army in India. Subject to the supreme control of the Governor-General in Council the executive and administrative control of the army in India is exercised by H. E. the C.-in-C. who, as an extraordinary member of the Governor-General's Council, is in charge of the Army Department.

7. The Army Department.—The following is the organization of the Army Department of the G. of I. :—

(i) The Member in-charge, who is also the Commander-in-Chief ;

(ii) A secretariat, controlled by the Secretary to the G. of I. in the Army Department.

8. Army headquarters.—Army Headquarters consists of the branches administered by the four principal staff officers who

391 (M. G.S., 2-C.).

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are the Chief of the General Staff, the Adjutant General, the Quartermaster General, and the Master General of the Ordnance, and by the Military Secretary. The duties of each branch are shewn in detail in Appendix XXIX. Attached to Army Headquarters is an officer of the Finance Department, of the status of a Joint Secretary to the G. of I.; who is styled the Financial Adviser, Military Finance, and is the adviser of H. E. the C.-in-C. and of the Army Department on all questions of military finance.

9. Commands and districts.—For purposes of decentralization, the army in India is divided into four commands and one independent district comprising in all fourteen districts each containing a certain number of subordinate brigade commands. Districts are classified as first or second class according to their importance. The boundaries of each command and district correspond, as far as possible, with those of the civil administration.

10. Administration of district.—In those districts in which war formations are located the district commander is also the commander of the war formation. In order to ensure continuity of administration in the event of the war formations proceeding on active service, the staff of a district is so constituted in time of peace that a proportion is available to remain behind on the outbreak of war to carry on the duties required for internal security and for the administration of the district.

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CHAPTER II.—DUTIES OF COMMANDERS, INSPECTIONS, AND CONFIDENTIAL REPORTS.

1. DUTIES OF COMMANDERS.

11. General officer Commanding-in-Chief.—A G. O. C.-in-C. is responsible for the command, administration, training, and efficiency of the troops located in his command, and also for internal security within the area of his command.

He will cause the schemes for the security of defended ports and internal areas in his command to be revised biennially. Copies of the revised schemes will be submitted to army headquarters on the 1st June in the case of port defence schemes and the 15th September in the case of area security schemes in the years in which the revisions are due.

12. District commander.—The duties of a district commander will be similar to those prescribed in the para. above, except that the revised schemes for the security of defended ports and internal areas in his district will be submitted to the G. O. C.-in-C. on such dates as may be fixed by the latter.

He is responsible for the condition of the defence works in his district; that deficiencies in mobilization equipment held by units under his command are brought to notice and that the mobilization orders are kept up to date.

13. Brigade area and brigade commanders—A colonel, graded as a brigadier, is appointed to command every cavalry and infantry brigade, as brigade area. He is responsible for the command, administration and training of all units located in his area irrespective of the war formation to which those units may be allotted. In cases where the officer commanding a brigade has portions of his war formation located in an area other than his own, he is in addition responsible for visiting such units periodically to acquaint himself with their progress and state of efficiency and to arrange and discuss with the area commander the method and detail of training. He will accordingly deal direct with units located within his area on all matters connected with the above subjects and will only deal with the station commander on matters connected with internal security and on questions of purely local importance to the station concerned.

13-A. Royal horse artillery batteries and ammunition columns are an integral part of cavalry brigades. Their training (other than technical training) will be under cavalry brigade commanders concerned. 23107 (G. S., S. D.-2)—D.

13-B. When a district headquarters is located in the *same station* as a headquarters of a cavalry or infantry brigade or brigade area, the district headquarters will be responsible for defence and internal security, and for the training, general administration and inspection of all troops, except that the training, general administration and inspection of cavalry (including Royal horse artillery) and infantry, forming part of the cavalry or infantry brigade located in that station, are primarily the responsibility of the brigade commander concerned.

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14. Station commander.—A station where a station commander is authorized practically constitutes a sub-brigade area, and the commander holds a position analogous to that of an officer commanding a detachment and is responsible for the command, administration and training of the troops comprising that detachment.

(G. S. 15401). In a station at which a district or brigade headquarters is located, except in those stations for which a special commander has been sanctioned by the Government of India, the district or brigade commander himself will be responsible for the command of the station, the station staff officer of which will be attached to his staff. Where both a district and a brigade commander are located in the same station the G. O. C.-in-C. command will decide which is to command the station. In a station with more than one brigade commander, the senior will normally command. A district or brigade commander in command of a station will not delegate the command of such a station to any other officer.

In a station where a station commander is not authorized or where the senior combatant officer assumes the duties of officer commanding the station, he shall not be charged with the training or administration of the units located in the station other than those of his own unit. His duties with regard to the station comprise :—

The command and maintenance of discipline and order among all troops within the station ; the taking of necessary measures for the maintenance of health and security of the station and for issuing such orders as he considers necessary for this purpose ; co-ordination of such staff work as may arise between units and detachments within the station. He is not, however, concerned with the distribution, collection or co-ordination of correspondence addressed to units, but will confine himself to co-ordinating matters which are of purely local concern or on which his opinion as station commander is required.

In the event of a disturbance, he will automatically take command of all troops in the station, and in consultation with the local civil authorities will take whatever action he considers necessary to deal with the situations.

NOTE No. 1.—*In a station where a station commander is authorised.*

15783 (G. S. S. D.-2.) The officiating commander is appointed by the G. O. C.-in-C. command, for vacancies of 90 days and under. For longer periods the officiating commander is apponited by Army Headquarters. The commander in these stations is responsible for the training and administration of all troops in the station, and it is therefore essentail that his qualifications should be such as to render him capable of carrying out these duties in all respects.

NOTE No. 2.—*In a station where a station commander is not authorised, or the command of the station devolves on the senior combatant officer.*

As the command in this case does not involve responsibility for the training or administration of troops other than those of his own unit, the necessary qualifications for the commander are not so exacting as in Note 1 above, but must include a capacity for the command of troops in the event of local unrest.

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15. Unit commander.—A unit commander is responsible for the training, administration, health, maintenance of discipline, efficiency, and the state of the accounts in the unit under his command (see para. 847); he will supervise and control all duties performed by those under his command. He is responsible for the security of buildings, armaments, equipment or other stores in their charge, and that they are complete, serviceable, and in accordance with the latest pattern and scale from which no deviation is allowed without the sanction of the G. of I. He will bring to the notice of his superior commander all defects, losses, and damage which he is unable to rectify. It is the duty of every unit commander to see that no officer, soldier, follower or civilian employee who is unfit to perform his duties is retained in the service. He is responsible that all orders published by superior authority are communicated to those under his command whom they may concern. He is responsible that the rules for the handling of explosives contained in Appendix XXIII are strictly adhered to.

16. Second in command.—The second in command in cavalry regiments and infantry and pioneer battalions is the assistant to the unit commander and also commands the headquarter wing except in the case of infantry.

17. Squadron and company commander.—A squadron and company commander is responsible for the training, discipline, administration and pay of his command.

18. Adjutant.—The adjutant is a regimental staff officer. His duties include the training of recruits in cavalry regiments, sapper and miner corps, the signal training depot, and infantry and pioneer battalions other than training battalions, and active battalions of regiments containing training battalions.

19. Quartermaster.—The quartermaster is a regimental staff officer. He is charged with the receipt and issue of equipment, clothing and stores, the provision of transport and rations the conservancy and cleanliness of the lines and bazaar and with the supervision of the regimental shops and establishments.

20. The senior Indian officer.—The risaldar-major, subadar-major or senior Indian officer of a unit occupies the position of confidential Indian officer to the unit commander and is responsible for keeping him acquainted with every occurrence, circumstance, or condition among the Indian ranks which may be prejudicial to the general good feeling or interests of the unit. The excuse that matters had not come to his knowledge can never be accepted. He will be selected for his uprightness of character and personal influence.

21. Troop and platoon commander.—A risaldar, subadar or jemadar is the troop or platoon commander in the Indian army. He is responsible to his squadron or company commander for the training,

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discipline, and administration of his command, and will keep him acquainted with all occurrences that affect it. The senior Indian officer present with a squadron or a company is responsible that no unauthorized persons remain in the lines of the unit.

20925 (G. S. M. T. 2).

22. **Indian Adjutant, Education Officer and Quartermaster.**—The officer commanding a cavalry or an infantry unit will appoint a jemadar as woordie-major or jemadar adjutant. The woordie-major or jemadar adjutant is responsible for the duty roster and for the list of strangers temporarily residing in the lines. He will assist the adjutant and will inform him of every circumstance affecting the discipline of the unit.

A candidate for the appointment of woordie-major or jemadar adjutant must have qualified in the rifle and light automatic at a small arms school (and as a general rule a candidate for the appointment of woordie-major should have qualified at the Equitation School).

Officers commanding cavalry and infantry units will appoint a jemadar as jemadar quartermaster whose duty it will be to inspect and distribute rations. He will in addition assist the quartermaster in the performance of his duties.

Officers commanding units, depots and training centres, for which the appointment is authorised, will appoint a jemadar as education officer. In addition to having qualified at a small arms school he must have obtained an instructor s certificate at the Army School of Education (India), and be fit in all respects to command a troop, platoon, or the equivalent sub-unit of other arms in the field. He will carry out the duties laid down in "Educational Training, Indian Army."

The woordie-major or jemadar adjutant, jemadar quartermaster, and the jemadar education officer are Indian staff officers of an Indian unit. They vacate their appointments on promotion to risaldar or subadar, or, except in the case of the jemadar quartermaster, on completion of 4 years' tenure in the appointment. The commanding officer should ensure that the jemadar quartermaster and education officer are fit to command a troop, platoon or the equivalent sub-unit of other arms on relinquishing their appointments.

The woordie-major or jemadar adjutant, jemadar quartermaster, and the jemadar education officer can be removed from their appointments by order of the brigade commander.

2. INSPECTIONS.

23. **General Instructions.**—Every unit and depot in India will be inspected annually by the district or brigade commander. The general principles laid down in the King's Regulations for the inspection of British units are applicable to all units in India. In carrying out inspections a clear distinction will be made between inspections to ascertain the state of efficiency as regards training and those for the purpose of testing administrative efficiency including interior economy. A district commander may take two, and a brigade commander one staff officer on a tour of inspection.

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24. Administrative inspections.—As regards administrative inspections, command and district commanders will use their discretion in making use of the heads of the administrative services under their command to relieve themselves from entering into administrative details in their inspections.

25. Notice of inspections.—Inspecting officers will give due notice of intended inspections to the officer commanding the station concerned. The latter, having notified the date of inspection in orders, will be responsible that the staff, departmental, and unit commanders concerned are present to afford such information and assistance as may be required.

26. Inspection by officers of army headquarters.—Under the orders of H. E. the C.-in-C., staff officers, technical advisers and heads of administrative services and departments at army headquarters will carry out such inspections as may be necessary. These inspections will be conducted from a technical or departmental point of view and will be directed towards the maintenance of a uniform system of training, instruction, or administration, throughout the arm of the service or the department inspected. They will not touch upon matters which lie within the province of the local commanders. Before bringing to notice any defect in clothing, equipment or any matter which may be dealt with by the local commander, the inspecting officer should ascertain his views and what action he intends to take in the matter.

Annual Inspection Reports.

27. The annual Inspection Report (I A. F. I-1131) is used for all regular units (British and Indian) except supply units. **A.-30496 (A. G.-1).**

The British Report (A. F. B-153) is not used in India.

Technical Inspection Reports are used in addition to, or instead of, the "Précis of Training Results" (I A. F. I-1131-B) for arms and services as specified in paragraph 27-E below.

27-A. Each unit will prepare by the 15th April each year two copies of the "Précis of training results," except sapper and miner units, who will prepare three copies, and/or the number of copies of the technical inspection report specified in paragraph 27-E. Units in Baluchistan District will do this by 15th January annually but will not complete the technical inspection report on sapper and miner and pioneer units until 15th April.

A copy of the "Précis of training results" will be attached by the officer commanding unit to each copy of his annual inspection report (I. A. F. I-1131) and submitted in accordance with the instructions given in paragraph 27-B. Officers commanding units of arms and services, for whom they are required, will deal with the copies of technical inspection reports as laid down in paragraph 27-E. Sapper and miner units will prepare the annual inspection report (I. A. F. I-1131) in triplicate; all other units in duplicate.

27-B. These annual inspection reports, together with the copies of the "Précis of training results" and/or the copies of the technical

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inspection report (in the case of arms and services as specified in paragraph 27-E) will be submitted as follows:—

Units.	To reach Inspecting Officers by	To reach District or Independent Brigade by	To reach Command (Burma District Headquarters) by
In Baluchistan District .	1st February	1st March .	15th April.
Not in Baluchistan District.	1st May .	1st June .	15th July.

G. S. Case No. 26662-M.T.-1.

27-C. On receipt of the reports, command or Burma district headquarters will take the following action:—

(*a*) Detach one copy of the technical inspection report of units of services [see paragraph 27-E (B)], add the remarks of the local head of the service concerned, and send it to the appropriate branch at Army Headquarters.

(*b*) Add any comments of the general officer commanding-in-chief command (or general officer commanding, Burma district) to the annual inspection report and return one copy to the unit, through the usual channel, together with the copy of the 'Précis of training results."

(*c*) Command (or Burma district) headquarters will retain the second copy of the annual inspection report (I. A. F. I-1131) together with the second copy of the "Précis of training results" and/or technical inspection report, as the case may be, for three years. After this they will be destroyed. When a unit moves out of a command (or Burma district) these reports will be sent to the headquarters of the command into which the unit moves.

A.-30496-II-A.G.-1.

(*d*) The inspection report of a unit moving in relief within Indian limits during the training season will be completed as far as possible before the unit moves, and will then be forwarded to the general officer commanding-in-chief, command or general officer commanding, Burma district, to which it proceeds, who will then take steps to have it completed with the remarks, if any, of officers who inspect the unit after the move and will add his own remarks.

A-30496-II-A.G.-1.

When a British regular unit is under orders to proceed to Egypt, or other Foreign Station it will be inspected shortly before its departure from India and its annual inspection report, together with the "Précis of training results" will be forwarded to the general officer commanding, British troops in Egypt, or other command to which the unit is proceeding on completion.

A.-30496-(A.G.-1).

The report on an Indian unit proceeding overseas will be dealt with before its departure from India.

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(*e*) The triplicate copy of the annual inspection report in the case of sapper and miner units will be forwarded to the commandant of the corps, sappers and miners, concerned.

NOTE—Annual inspection reports will *not* be forwarded to Army Headquarters, except when the general officer commanding-in-chief, command (or Burma district) wishes to bring to the notice of His Excellency the Commander-in-Chief the reports on any units which are specially good or bad or for any other reason. In this case the copy which is eventually to go back to the unit will be sent to the Adjutant-General in India, Army Headquarters on the 15th August. B-4922-A. G.-1.

27-D. The Inspection Officer will be as follows:—

Cavalry.—Cavalry brigade commander, or in the case of cavalry regiment serving in districts in which there are no cavalry brigade commanders, the general officer commanding district or brigadier under whom directly serving.

Artillery.—(*a*) R. H. A.—Brigadier cavalry brigade. A.-30496 (A. G.-1).

(*b*) *Other Royal Artillery.*—The brigade area or infantry brigade commander. In cases where artillery units are located at the same station as the headquarters both of a district and of an infantry brigade or brigade area, the inspecting officer will be the district commander and not the infantry brigade commander, except when the G. O. C. district has definitely delegated the command and inspection of R. A. units to the infantry brigade, etc., commander at that station.

The Brigadier, Royal Artillery, will make his report in the column of the annual inspection report headed "Remarks of General Officer Commanding-in-Chief, Command."

In cases where artillery units are located at a station at which there is no headquarters of an infantry brigade, brigade area, or district, the inspecting officer will be the general officer commanding, district.

To meet cases where batteries of an artillery brigade are located in a command other than that in which their artillery brigade headquarters is located, the headquarters command in which detached batteries are located will forward inspection reports on such batteries to the command in which the R. A. brigade headquarters is located for retention. Both commands will make any remarks considered necessary.

Sappers and Miners.—General officer commanding, district under whom directly serving.

Signals.—General officer commanding, district under whom directly serving.

Pioneers.—General officer commanding, district under whom directly serving.

Infantry.—Brigadier under whom directly serving.

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Tank Corps.—General officer commanding, district under whom directly serving.
Royal Army Service Corps.
Indian Army Service Corps.
Indian Army Veterinary Corps.
Indian Hospital Corps.
General officers commanding, district or brigadier under whom directly serving.

Technical Inspection Reports.

27-E.

(A) ***For Arms.***—(In addition to 'PRÉCIS OF TRAINING RESULTS').

(i) *Sappers and Miners and Pioneers.*—The technical training report, on I. A. F. I-1134, will be submitted annually by the following units :—

Field troops.
Field companies.
D. H. Q. companies.
A. T. companies.
Railway companies.
Chitral section.
Pioneer active battalions.
Pioneer independent battalion.

The report, in original only, will be completed by the unit commander by the 15th April each year and submitted to Army Headquarters, through the channel shown below :—

From the unit commander to the commandant of the corps of sappers and miners, thence direct to the chief engineer of the command in which the unit is stationed, who will add his remarks and send the report to the Engineer-in-Chief, Army Headquarters. In the case of pioneer battalions, direct to the chief engineer of the command, to add his remarks and forward the report to the Engineer-in-Chief, Army Headquarters.

The report will be returned, with remarks, by Army Headquarters as follows :—

(a) *For units at the Headquarters of the corps of sappers and miners and for pioneer battalions* :—From Army Headquarters to the general officer commanding-in-chief of the command, thence to G. O. C., district, brigade commander, commandant of the corps of sappers and miners (S. and M. unit only) and unit commander.

(b) *For S. & M. units on detachment* :—From Army Headquarters to general officer commanding-in-chief of the command, thence to G. O. C., district, brigade commander, unit commander, commandant of corps of sappers and miners and unit commander.

The unit commander will, on final receipt, retain the report for a period of three years before destroying it.

27528-G. B. M. T.-1.

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(ii) *Signals.*—Annual Technical Reports on all signal units will be submitted by chief signal officers, commands. These reports will be prepared in triplicate by 15th April. (By 15th January for units in BALUCHISTAN DISTRICT.) One copy will be despatched direct to the signal officer-in-chief, the remaining copies will be attached to the précis of training results. These reports will be prepared in accordance with instructions issued to chief signal officers by the signal officer-in-chief.

For services—(who will not submit Précis of training results), Technical Inspection Report will be prepared by officers as under :— 9179 (Q.-7).

Form.	For all units of	No. of copies.	By	——
I.A.F. I-1131 (C).	I. A. S. C. (M. T.) except the undermentioned which are directly controlled by A. H. Q.	2	(*a*) O. C. Unit .. (*b*) A. D. S. & T.	Attached to Annual Inspection Reports. [Also see paragraph 27-C (*a*).]
Do. ..	Heavy repair shops, Class I or II, Central M.T. stores depot, Mechanical transport depot and Vehicle reception depot.	2	C. I. M. T. ..	To be submitted to Q. M. G. in India.
I.A.F. I-1131-D.	Animal transport.	2	(*a*) O. C. Unit .. (*b*) Veterinary officer. (*c*) A. D. S. & T.	Attached to Annual Inspection Reports. [Also see paragraph 27-C (*a*).]
I.A.F. I-1131-E.	Supply ..	2	(*a*) Group Officer referred to on I. A. F. (*b*) A. D. S. & T., District, or D. A. D. S. & T., Ind. Bde.	

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A.-27885 (A. G., A.T.F.)

27-F. Review reports (in manuscript) on units of the auxiliary force will be disposed of in accordance with note to paragraph 27-C.

27-G. Commands and Burma district will submit to Army Headquarters annually on 15th August a list of all units in their command, reported as 'unfit' for service, with a short statement of the cause. *Nil* returns are required.

27-H. InspectionReports (I. A. F. I-1131) on the following establishment and units should be sent by Commands to the Quartermaster General in India, Army Headquarters, in each case :—

(*i*) Indian Army Service Corps training establishment, Rawalpindi.
(*ii*) School of Cookery, Poona.
(*iii*) Animal transport training companies.
(*iv*) Mechanical transport depot, Chaklala.

9179 (Q.-7). (*v*) Indian Army Service Corps record office, Dagshai.

NOTE.—The Chief Inspector of Mechanical Transport will initiate reports in respect of these formations.

28. Reports of unfitness of unit.—Whenever circumstances occur which in the opinion of a district commander render a unit temporarily unfit for service an immediate report, accompanied by a concise statement of the reasons which led to such an opinion, will be submitted through the command headquarters, or, in the case of an independent district, direct to Army Headquarters; subsequent monthly reports will be submitted until the unit is again fit for service.

29. Defence works.—Rules to regulate admission to defence works, air craft stations, power stations and their enclosures, the enclosures of wireless telegraphy stations and ordnance establishments are laid down in Appendix XXI.

A secret detailed classification list of all defences and bridge defences is in possession of all authorities concerned.

14052-M.G. 6-B.

29-A. Safe Custody of I. A. O. C. Establishments.—The local military authorities are responsible generally for the safe custody of I. A. O. C. establishments in their area. During working hours the chief ordnance officer or ordnance officer in charge will be responsible for all internal arrangements for the security of the establishment. During non-working hours, I. A. O. C. establishments will be handed over to the local military commander (or his representative, *i.e.*, guard commander or head chowkidar as the case may be), who will thereafter be responsible that no person obtains admission except under the local military commander's orders. In case of fire, or other unusual occurrence, in an I. A. O. C. establishment during non-working hours, the action to be taken by the guard or chowkidars as the case may be, will be defined in their orders which will be drawn up by the local military commander in consultation where necessary, with the chief ordnance officer or ordnance officer in charge of the establishment.

3. CONFIDENTIAL REPORTS.

30. Confidential reports on all officers will be initiated on the 1st April and will be prepared in accordance with the instructions contained in Military Secretary's Circular (No. 72 of 1927), corrections to which will be issued as necessary.

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CHAPTER III.—THE STAFF.

1. ORGANISATION.

31. Composition and distribution.—To the headquarters of H. E. the C.-in-C. and to those of commanders of subordinate formations are appointed officers who are styled the " Staff." This staff consists of :—

(*i*) The staff at army headquarters.
(*ii*) The staff at commands, districts, brigades and brigade areas.

The distribution of the staff is given in the Indian Army List.

32. Staff at army headquarters.—The staff at army headquarters is divided into :—

The general staff branch.
The adjutant-general's branch.
The quartermaster-general's branch.
The master-general of ordnance branch.
The military secretary's branch.
The engineer-in-chief's branch.

391 (M. G. S. 2-C.).

NOTE.—The Engineer-in-Chief is not a staff officer but is the technical adviser of H.E. the Commander-in-Chief on all military engineering matters.

33. Staff at commands and districts.—The staff at commands and districts is divided into :— 21505 (G. S., S. D. 2).

(*i*) The general staff.
(*ii*) The adjutant-general's and quartermaster-general's staff. At command headquarters there is also a military secretary's branch of the staff.

34. Duty of the staff.—The duty of the staff is :—

(*a*) To assist their commander in the execution of the duties entrusted to him, to transmit his orders and instructions to subordinate commanders and to administrative services and departments, to make the necessary arrangements in connection therewith and to see that those orders and instructions are carried out.

(*b*) To give every possible assistance to the fighting troops and to the administrative services and departments in the execution of their tasks. Staff officers, as such, are vested with no military command ; though they are responsible for the issue of orders, every order which they issue is given by the authority of and on the responsibility of the authorized commander.

34-A. Staff distinctions.—Staff officers only wear staff distinctions, which are prescribed from time to time in Dress Regulations.

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35. Officers employed under the staff.—Officers attached to or employed under the staff and officers of the administrative services and departments are not staff officers, nor do they wear staff distinctions.

2. GENERAL CONDITIONS OF APPOINTMENTS.

36. (*i*) Appointments to the staff will be made by H. E. the C.-in-C. Officers so appointed will be seconded from their units in accordance with para. 48.

(*ii*) An officer is ineligible for appointment to the staff :—

(*a*) Until he has been four years in the service, unless special authority has been obtained and in the case of British officers of the Indian army during the first three years of their service in the Indian army. (See para. 47.)

(*b*) Unless he has passed the examination for promotion to the substantive rank next above that held by him when selected for the appointment, except in the case of there being no reasonable probability of his being promoted until after he has completed the tenure of the appointment. In such cases it will rest with the officer to pass the examination for promotion before his turn for promotion arrives, whether this occurs before or after the completion of his tenure; and should he have failed to qualify for promotion when his turn comes he will be superseded.

24692 (M. T.-2-G. S.).

(*c*) Unless he has passed the prescribed language test (except in the case of an officer who will have attained the age of 40 on the date on which he will be required to take up the appointment).

(*iii*) With a view to ensuring the possession of the necessary military knowledge, officers for employment on the staff will, as a rule, be chosen from those who have graduated at a staff college, or who have proved their ability and qualifications on the staff.

(*iv*) No officer will be appointed permanently to the staff unless declared medically fit for active service. (See I. A. F. M.-1238.)

(*v*) If no qualified officer is available an unqualified officer may, with the approval of H. E. the C.-in-C., be appointed to carry on the duties of an authorized staff appointment which is temporarily vacant, but such appointment will be regarded as temporary only, terminable at 3 months' notice.

(*vi*) All appointments on the staff will be for four years, after which an officer, if on the cadre of a unit, will return to regimental duty for a period of not less than one year.

All first appointments to the staff will be on probation for the first year. If, at the conclusion of the probationary period, an officer is retained in his staff appointment, his tenure of four years will include the probationary period.

The tenure of a staff appointment commences from the date an officer assumes the duties of a permanent appointment and draws the

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full pay attached to it. Any officiating period during the absence on leave of the permanent incumbent will not be included in the term of the tenure.

The tenure of administrative appointments assigned to colonels and major-generals of the I. M. S. counts from the date of promotion to such rank. Z-3422 (D. M. S. I.-A.).

An officer shall not be required to vacate a staff appointment in consequence of the grant of leave on account of field, or quasi-field service referred to in paragraphs 63, 64, 65, Pay and Allowances Regulations, Part II, and paragraph 348, Pay and Allowances Regulations, Part I, even though he may actually complete the tenure of his appointment during the period of such leave. A.-29607 (A.G.-10).

(*vii*) When a staff officer proceeds on field service all appointments made in consequence will be notified as temporary. Such appointments will be subject to the sanction of the authority competent to make the permanent appointment.

37. Forfeiture of appointments.—Staff appointments are forfeited under the following circumstances:—

(*a*) When an officer quits India before having assumed charge of the appointment to which he has been gazetted, except when prevented from assuming charge on public grounds.

(*b*) When an officer is removed to the unemployed supernumerary list.

(*c*) When an officer succeeds to a colonel's allowance.

(*d*) When an unseconded officer of the British service is transferred with or to a unit out of India, or is removed or promoted to the half pay list.

(*e*) When an officer takes more than eight months' leave.

Any leave granted in consequence of field or quasi-field service referred to in paragraphs 63, 64, 65, Pay and Allowances Regulations, Part II, and paragraph 348, Pay and Allowances Regulations, Part I, shall be excluded for the purpose of the limit of eight months. A.-29607 (A.G.-10).

38. Disposal of officers of the British service on reversion.—On completion of a tour of staff service in India officers of the British service will be disposed of as follows:—

(*a*) Cavalry officers will rejoin their regiments.

(*b*) Artillery officers, above the rank of regimental lieut.-colonel, will proceed to England. The case of officers of and below the rank of lieut.-colonel will, previous to the date on which an officer vacates his appointment, be referred to the War Office for instructions.

(*c*) Royal Engineer and Royal Corps of Signals officers, as army headquarters may direct.

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(*d*) Infantry officers will rejoin a battalion of their regiment if there is one in India. Otherwise the case will previously be referred to the War Office for instructions.

(*e*) Officers not borne on the cadre of a unit will proceed to England.

(*f*) Officers who will complete the tenure of their staff appointments or are required to vacate owing to having exceeded the period of leave admissible under para. 892, whilst on leave in England, will apply to the India Office, two months beforehand, for instructions, as to their disposal.

(*g*) Before completion of the staff college course, posting orders will be obtained from the War Office by the Military Secretary army headquarters in the case of officers whose units are not on the Indian establishment and also in the case of artillery officers who apply to be transferred to the Home establishment.

39.

3. DUTIES AT ARMY HEADQUARTERS.

(*See Appendix XXIX.*)

40. The General Staff Branch.—Military policy; organization and distribution of the army; plans of operations; collection and dissemination of intelligence; supervision of training; war regulations; organization and administration of the general staff; education; inter-communication services.

41. The Adjutant-General's Branch.—Peace organization, recruiting and mobilization of the regular army and the auxiliary and territorial forces; ceremonial, interior economy, discipline, pay and pensions, and the issue of India Army Orders; the directorate of medical services is attached to the adjutant general's branch who issue all orders to commands on medical matters.

42. The Quartermaster General's Branch.—Design of M. T. vehicles and connected stores, clothing, and all equipment in Part I of the Priced Vocabulary of Stores, other than anti-gas equipment, artificers and intrenching tools, harness and saddlery, survey and signalling equipment. Specification and initial inspection of M. T. vehicles and connected stores. Provision, maintenance and issue of supplies, forage, fuel, M. T. vehicles and connected stores, armaments, ammunition, equipment, clothing, general stores and material, purchase of minor supplies not provided in bulk by the authority responsible for production and provision. Organization in detail of the quartermaster-general's services, in accordance with the general policy adopted for the army. Administration of the quartermaster-general's branch, and of grants for the above services.

391 (M. G. E.).

Services, responsible for.—Transportation, movements, quartering, supply and transport, military works, equipment and ordnance stores, remount, veterinary.

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43. The Master-General of Ordnance Branch.—Design, specification, production and inspection, and scales of issue of anti-gas equipment, artificers, and intrenching tools, harness and saddlery, signalling and survey equipment, and all stores, ammunition, lethal weapons, and vehicles in Part II of the Priced Vocabulary of Stores and specification, production and initial inspection of personal equipment and general stores in Part I of the Priced Vocabulary of stores and clothing and clothing stores. Patents and inventions. Control of ordnance factories and clothing manufacturing establishments, and regulation of manufacture of all equipment and clothing produced by them. Administration of grass and dairy farms in India. Contracts for centrally purchased foodstuffs, forage, fuel, petrol, oil, paints, lubricants and miscellaneous stores (except textiles and M. E. S. engineering stores). 391 (M. G. S. 2-C. and M. G. 2-E.).

44. The Military Secretary's Branch.—Administration of the personal services and appointments of officers.

4. DUTIES IN COMMANDS AND DISTRICTS.

45. The General Staff.—The general staff in subordinate formations will, as a general principle, deal with all subjects dealt with by the general staff at army headquarters in so far as they are applicable. In addition they will deal with the inspection of units, review reports and confidential reports.

46. The Adjutant-General's and Quartermaster-General's Staff.—The adjutant-general's and quartermaster general's staff in subordinate formations will, as a general principle, deal with all subjects dealt with by the adjutant-general and quartermaster-general at army headquarters in so far as they are applicable. The adjutant-general's staff in districts will also deal with commissions, appointments, promotions, exchanges and retirements, of officers, which are within the province of the military secretary at army headquarters and of the assistant military secretary in commands.

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CHAPTER IV.—OFFICERS—SECONDING, STAFF, PERSONAL AND EXTRA-REGIMENTAL APPOINTMENTS.

1. SECONDED AND EXTRA-REGIMENTAL APPOINTMENTS.

47. Principles regarding extra-regimental employment.—(i) An officer is ineligible for appointment to any extra-regimental employment unless he fulfils the conditions laid down in para. 36 and, if an I. A. officer, during the first three years of his service in the Indian army unless, having qualified under para. 84, he elects for permanent civil employ or for service in a department of the army. No officer may be withdrawn from his unit for extra-regimental employ unless eight effective officers will be left for duty or unless he will be seconded at once.

(ii) An officer of an Indian unit, who is employed extra-regimentally, will rejoin his unit two years before he would, in the ordinary course, succeed to command, unless he is prepared to forego regimental promotion.

48. Seconding of officers.—An officer will be seconded in his unit :—

(i) From the date of appointment—

23950 (G.S., S.D. 2). 17577 (G. S. M. T. 1). 28316-M. T. 1.
(a) to the staff ; as a S. S. O., 1st class; as a student at the Staff College (including those belonging to the R. A.), except students belonging to the British Service other than R. A. whose units are on the Indian Establishment (including R. E.).

(b) to a department of the army ;

(c) as commandant or adjutant of a body-guard, or the Aden Troop ;

(d) to the Indian auxiliary or territorial force;

03274 (M. S. 2).
(e) to the Indian Signal Corps ;

(f) for extra regimental employment with an overseas expedition,

(g) to any authorised appointment at a school of instruction in India.

03911 (M. S. I.)
(ii) From date of employment, permanent or temporary in any civil or political capacity or under the Imperial or a colonial government, or with the Indian state forces.

22021-G. S., M. O. 3. "I."
(iii) From date of commencement of leave when proceeding on language leave to China and Japan.

Seconding will be permissible only when it is definitely known that the period of employment will last at least one year. If the period of employment is uncertain, the officer may be seconded after six months, when in the opinion of H. E. the C.-in-C. his appointment is likely to last six months longer. An officer will, however, be seconded in his unit when placed for training in the Cantonments Department or when appointed permanently to the department. 34695 (A. D.)-F.

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An officer seconded will retain his regimental appointment and will be eligible for advancement as if present with his corps, *pro tem.* appointments only being made in his room. On ceasing to be seconded he will resume his regimental appointment and those who held *pro tem.* appointments in his place will revert to their permanent appointments, the junior officer of all being borne as a supernumerary until absorbed or transferred to another unit. If a seconded officer is replaced by an officer from another unit the latter will be seconded in his own unit. 04594 (M. S.-3.)

48-A. Military officers who have been, or may in future be lent to Indian states for employment with Indian state forces will, during the period of their absence from their normal duties on courses of instruction, be replaced at the disposal of His Excellency the Commander-in-Chief and be taken on the strength of their units but borne supernumerary to the establishment thereof. Their pay of rank and allowances at military rates will be paid from the army estimates, and the difference, if any, between their pay under foreign employers and their military rates of pay will be borne by those employers A.-49939 (A. G.-10.)

49. Attachment to the staff—Regimental Officers of the British and Indian services, including officers of the Indian Army Service Corps, may be employed as attached officers at army, command, or district headquarters or on the staff of a formation provided their services can be spared. They will not be replaced in their unit nor will they be entitled to extra pay, and should have passed for promotion. This employment should not exceed six months in any one period. 06650 (M. S. 1).

49-A. Detached Duty.—Officers absent from their regiments under the following circumstances, and whether holding permanent or acting appointments, will be considered as on regimental detached duty, and no acting appointments may be made:— A.-28022 (A. G.-10).

(*a*) When attending, under due authority, any of the recognised courses of military instruction, or when attached to the staff of a G.O.C. for the purpose of being reported on as suitable for admission to the Staff College.

(*b*) When detached with men of their corps.

(*c*) When employed as assistant recruiting officers.

(*d*) When placed in temporary charge of the depot of a linked battalion.

(*e*) When detached on any other duty for a period less than four weeks.

(*f*) When deputed to supervise the training of the Nepal Escort.

NOTE.—The officers in question are, however, eligible for officiating appointments on the occurrence of vacancies in their regiments, and, provided no extra expense is caused thereby, for any staff pay they would have been entitled to had they not been detached from their corps on the duties specified.

49-B. Officers of the British service in staff or extra-regimental employ in India, whose units are not borne on the Indian establishment will, on the termination of their staff or extra-regimental employ- A-41172 (A. G.-9).

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ment, and provided that temporary employment of an extra-regimental nature cannot be found for them in India, be sent home pending absorption in the imperial establishment. The leave of such officers is governed by the provisions of paragraph 895-C. Their pay and allowances will remain a charge against Indian revenues until the date of their absorption, notwithstanding that they may be temporarily attached pending absorption to units on the imperial establishment.

B.-6233-A.G. 10.

2. HIGHER FORMATIONS.

50. Assumption and vacation of command.—The C.-in-C. may assume command and resign it at any place in India.—A.G.O., C.-in-C., a district and a brigade or brigade area commander may assume charge of his duties on arrival within the area of his administration provided that there is no permanent incumbent in the appointment.

04769 M. S. 1.

He will vacate his appointment,

(*a*) on completion of his tour of service if not specially ordered to retain command,

(*b*) if removed from his command, on the date following the receipt of the official order at the headquarters of the formation,

(*c*) if selected for any other appointment in or out of India, from the date of making over command,

03052 (M. S.).

(*d*) on attaining the age of 57 years if a colonel, and 62 if a major-general, in the case of a brigade or brigade area commander,

(*e*) on the termination of three months from the date of the notification in the London Gazette of his promotion to the rank of:—

(i) lieut.-general in the case of a district commander,

(ii) major-general in the case of a brigade or brigade area commander (with the exception of the commander of the Aden brigade, and of any other brigades or brigade areas up to a limit of three, to which commands major-generals have been appointed).

The ruling in (*e*) will also apply in the case of all appointments tenable by major-generals and colonels, including those which now carry the rank of brigadier, but it may be suspended in the case of officers promoted for distinguished service in the field, so long as they are supernumerary in the establishment.

H. E. the C.-in-C. is empowered at his discretion, to retain major-generals in command of 1st class districts on promotion to lieut.-general, provided that the establishment of generals and lieut.-generals is not exceeded excluding the Military Secretary, India Office.

Similarly in the case of brigade areas, as differentiated from war brigades, H. E. the C.-in-C. is empowered to increase the number of appointments tenable by major-generals up to the authorised establishment by retaining officers on promotion to that rank in command of brigade areas.

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3. AIDES-DE-CAMP.

51. An A. D. C. is not required to pass the preliminary test in Urdu, but an Indian army officer holding this appointment is not exempt from the provisions of paragraph 82, regarding his ultimate retention in the Indian army. The tenure of the appointment of an A. D. C. will normally correspond to that of the officer on whose personal staff the former may be serving, but an A. D. C. may relinquish his appointment after a minimum period of two years' service therein. In the case of an A. D. C. who has not completed two years in his appointment, and who wishes to resign his appointment, or whom it is desired to replace, the new appointment will be deferred until there is a vacancy in his unit in which he can be absorbed. 11843 (G. S.).

51-A. British service officers appointed as Aides-de-Camp to H. E. the Viceroy and governors of presidencies and provinces, within the fixed establishment, will be seconded from their units in the same manner as officers similarly appointed from the Indian Army. The acceptance of such employment by British service officers involves no forfeiture of service or pay, and time spent as an A. D. C. counts as ordinary military duty.

These rules do not apply to officers holding appointments as *extra* Aides-de-Camp, whose conditions of appointment are governed by Article 92 (*c*) of the Royal Warrant, relating to appointments not remunerated from army funds. A.-17738 Pt.-11 (A. G.-9).

52. Extra A. D. C.—The appointment of extra A. D. C. is only authorized for special and temporary duty on the staff of H. E. the Viceroy, or H. E. the governor of a province, and is ordinarily restricted to an officer actually serving on the Indian establishment.

52-A. Indians As. D. C. to H. E. the Viceroy.—The establishment of Indian As. D. C. is limited to two and selection is usually made from among risaldar majors or subadar majors on the active list of the Indian Army with long and distinguished service. They will be seconded from their units and are called up for duty when required. On vacation of the appointment they are appointed honorary As. D. C. to the Viceroy for life.

The tenure of appointment is ordinarily five years, or till date of retirement, or till the departure from India of the Viceroy who appoints them. In the last named case they are usually reappointed to the incoming Viceroy's staff to enable them to complete their tenure. B-5052 (A.G.9).

In additon to pay of rank Indian As. D. C. draw staff pay as laid down in Pay and Allowance Regulations, Part II, paragraph 293, and their pension is regulated by paragraphs 591 and 293 (*iii*) *ibid.*

53. Honorary As. D. C. to H. E. the Viceroy.—Officers of the British service on the Indian establishment or officers of the Indian army, below the rank of major-general, who have performed distinguished service, may be appointed honorary As D. C. to H. E. the Viceroy.

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Officers of the R. A. M. C. on the Indian establishment, or officers of the I. M. S. may be appointed honorary surgeons to the Viceroy.

These appointments will terminate with the departure from India of the Viceroy who makes them, unless they cease earlier on the holder's retirement from the service or on his quitting the Indian establishment.

54. As. D. C. to H. M. the King Emperor.—If a vacancy occurs among either of the two paid As. D. C. from the Indian army, to H. M. the King Emperor the next in seniority will succeed to the allowance. An Indian army officer has no claim to become a paid A. D. C. in consequence of a vacancy among those of the British service.

A-4408 (A. G.-8).

55. The following is the establishment of Indian As. D. C. and Indian Hony. As. D. C. to H. E. the C.-in-C. :—

(*a*) 1 A. D. C.—Seconded. Tenure of appointment 5 years or till date of retirement, or on the C.-in-C. vacating his appointment, whichever comes first.

(*b*) 1 A. D. C.—Unseconded. Who will usually be a senior risaldar major, subadar major, risaldar or subadar of long and distinguished service. Tenure of appointment until retirement. This Indian officer is called up for duty when required. On vacation he will be appointed an honorary A. D. C. for life.

(*c*) Honorary As. D. C. (no fixed number). Who should ordinarily be pensioned Indian officers of long and meritorious service. The tenure of appointment of all honorary As. D. C. other than those mentioned in (*b*) will be for 5 years, or on the C.-in-C. vacating his appointment, whichever comes first.

56. The rate of staff pay admissible to Indian As. D. C. to the C.-in-C. is laid down in para. 2, P. and A. Regulations, Part I but in the case of Indian Officers holding the appointment of honorary A. D. C. no staff pay will be admissible unless they are called upon to do duty. On vacating their appointments only the *unseconded* Indian A. D. C. to the C.-in-C. will be eligible to receive the personal allowance of Rs. 50 per mensem, in addition to pay and allowances or pension, referred to in paragraph 293, P. and A. Regulations, Part II.

4. ADJUTANTS OF THE AUXILIARY FORCE, INDIA, AND INDIAN TERRITORIAL FORCE.

(A. G., A. T. F.).

57. The appointment of Adjutants of the units of the Auxiliary Force, India, and the Indian Territorial Force (Urban Infantry and University Training Corps) will be made by the Commander-in-Chief in India. Applications for appointment will be submitted in manuscript through the proper channel to the Adjutant General in India, Army Headquarters, who will arrange postings to vacancies in consultation with the district commanders, where necessary, and in co-operation with the Military Secretary, Army Headquarters, who will be responsible for the issue of appointment orders. Appointments will be notified in India Army Orders.

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Adjutants will be appointed for a term of three years and during this period an incumbent will not, unless substantial reasons are given, be permitted to resign the post. The tenure of appointment may be extended to four years in special cases with the approval of the sanctioning authority.

The creation of an appointment of adjutant and the grouping of corps for the services of an adjutant will rest with the Commander-in-Chief.

5. DEPARTMENTS, CIVIL EMPLOY, ETC.

58. Appointments to departments.—Officers of the Indian army are eligible for appointment to departments under the Army Department of the G. of I. and to the military advisory staff of the Indian state forces (under the Foreign and Political Department of the G. of I.). Applications will be submitted on I. A. F. Z-2049. Applications for appointment to the Political Department will be submitted on I.A.F. Z-2048. An officer holding a departmental appointment may, in the interests of the public service, and with the sanction of the G. of I. be reappointed thereto for a further term of service. 04946 (M. S.-3).

59. J. A. G.'s Department.—An officer is ineligible for appointment to the J. A. G.'s Department unless he has passed the examination prescribed in Appendix XXIV.

60. Cantonments Department.—Officers of the Indian army who are fully qualified for retention in the Indian army and who have less than 12 years' commissioned service are eligible for appointment to the Cantonments Department. Applications will be submitted to the Secretary to the Government of India in the Army Department through the usual channel and should be accompanied by a copy of the officer's record of service corrected to date. Officers accepted will be required to pass the departmental examination prescribed in Appendix XXIV before they are permanently confirmed in the department. 32086 (A. D.).

61. Indian Army Ordnance Corps.—Appointments to the directing staff of the Indian Army Ordnance Corps are made by His Excellency the Commander-in-Chief from officers of all branches of the service whether such officers are serving in India or elsewhere. Officers desirous of appointment must not (save in exceptional circumstances) have less than four or more than ten years' service.

As a general rule preference will be given to officers who—

(*i*) have passed the ordnance officers' course referred to in paragraph 781, King's Regulations;

(*ii*) are in possession of an advanced class certificate (P. A. C.) of the Artillery College;

(*iii*) have passed the ordnance course at the Indian Army Ordnance Corps school of instruction, Kirkee;

(*iv*) have qualified in Urdu.

Officers selected will be placed on probation for three years during which time they will be required to pass the departmental examination laid down in the standing orders of the corps, and also (within two years from date of appointment) the preliminary test in Urdu if they

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54909-M. G.-6-A. (late Q. 9).

have not already so qualified. On conclusion of three years, or earlier, from the date of appointment they will, if qualified and recommended, be selected for permanent employment with the Indian Army Ordnance Corps, and, if British service officers, be transferred to the Indian army, after having passed, in the meantime, the prescribed professional examinations for promotion if they have become eligible by length of service, for promotion to the next higher rank on such transfer.

The departmental seniority of officers of the directing staff, in the case of those appointed before the 1st September 1926, will be governed by their present grading on the gradation list of the Indian Army Ordnance corps. The departmental seniority of officers who are appointed to the corps subsequent to the 31st August 1926 will be governed, on permanent appointment, in accordance with paragraph 83, R. A. I., by their position on the gradation list of the Indian army. During the period of probation officers will be graded by army seniority.

Master General of the Ordnance Services.

62 (a). **Ordnance Inspection Section.**—Appointment of officers to the ordnance inspection section charged with the inspection of lethal stores are made by H. E. the C.-in-C. from any branch of the service, Royal Artillery officers, however, predominating. Preference will be given to officers who have qualified at the Military College of Science, or who possess engineering or other special qualifications.

Officers selected will be placed on probation for five years at the end of which period they will, if willing and recommended, be selected for permanent employment with the I. A. O. C. and if British service officers, be transferred to the Indian Army, subject to their having passed the prescribed language test.

62 (b). **Indian Ordnance Factories.**—Military officers (normally from the R. A. but specially qualified officers of other services may also be selected) may be employed in the Indian ordnance factories (including the administrative staff at Army Headquarters) on the following terms and conditions.

No officer with less than 4 or more than 9 years' service will be selected. They will be appointed to serve in the factories on probation (for three years extensible to five) and at the end of five years those whose services are approved and who elect to remain in the factories will be transferred to the Indian Army in the I. A. O. C., subject to their having passed the prescribed language test. While so employed they will draw the pay of the civilian posts they are actually occupying and will be eligible for leave under Civil Service Regulations. Their services will, however, continue to count for military pension.

1044-M.G.-2 E.

These officers will be required to pass the ordinary examinations of an army officer until permanently removed from their units. In the first five years they will be required to undergo the full course at a chemical warfare school either at home or in India or a refresher course at an artillery school or its equivalent; thereafter once every five years they will normally attend similar refresher courses or manœuvres.

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62. (c). Farms Department.—Appointments to the Military Farms Department are made from officers in the following categories with not less than three or more than ten years' service :—

(*i*) Officers of the Indian army,
(*ii*) Officers of the British service serving in India who have performed one year's actual duty in India.

Officers of the British service will be required to pass the preliminary Urdu examination before their names can be registered. At the expiration of three years from the date of appointment, they will, if recommended, be transferred to the Indian army for permanent employment in the department.

63.

64. Survey of India.—R. E. officers on the Indian establishment and officers of the Indian army not having more than six years' service may be appointed to the Survey of India.

65. Indian Army Service Corps.—Appointments to the I. A. S. C. are made by H. E. the C.-in-C. from officers in the following categories with not less than three or more than ten years' service :—

(*i*) Officers of the Indian army,
(*ii*) Officers of the British service serving in India who have performed one year's actual duty in India,
(*iii*) Officers of the Royal Army Service Corps.

Officers of the British service will, if recommended, be transferred to the Indian army for permanent appointment to the I. A. S. C. when they have passed the necessary qualifying examinations for admission to the Indian army, and have been qualified at the I. A. S. C. training establishment. **04336 (M. S.-3).**

As a rule selection for permanent appointment will be made from those who have been trained at the I. A. S. C. school of instruction, Rawalpindi, and have passed satisfactory examinations.

Five appointments are reserved in the I. A. S. C. for officers of the R. A. S. C. on the imperial establishment. These officers are posted for a five years' tour of duty, and whilst so employed will be subject to the same conditions as other British service officers except that they will not be required to have passed in preliminary Urdu. At any time after completing three years and before the expiration of the fifth year of their tour of duty, these officers will be eligible also for transfer to the I. A. for permanent employment in the I. A. S. C. in an authorized vacancy in the establishment of I. A. S. C. provided they are recommended and possess the qualifications prescribed for other officers of the British service appointed to that corps.

66. Remount Department.—Appointment to the Army Remount Department is restricted to officers of the Indian cavalry with not less than three and not more than ten years' service subject to any special exception H. E. the C.-in-C. may direct in the interests of the public service. **62892 (Q.M. G.-15).**

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67. Political Department.—Officers of the Indian army may be appointed to the Political Department. An officer will not be appointed to the Political Department of the Government of Bombay or of the Government of India after attaining 27 years of age or after completing 7 years' service. A further condition of appointment to the latter department is that an officer must have qualified for promotion to the rank of captain. Importance is attached to a knowledge of languages, especially Urdu, Hindi, Persian, Arabic, French or Russian in the case of a candidate for the Political Department of the G. of I. and Arabic, Gujerati and Marathi in the case of candidates for the Bombay Political Department.

68. Supernumerary list.—An officer of the Indian army in civil employment will be placed on the supernumerary list on the expiration of ten years from the date of his original transfer to civil employ. In exceptional circumstances, an officer may, with the approval of H. E. the C.-in-C., be transferred to the supernumerary list before he has completed 10 years in civil employ, provided that both he and the civil department employing him are willing. An officer will be liable to compulsory recall to military duty in time of emergency until placed on the supernumerary list, after which he will be struck off the effective list of the army and be no longer liable to trial by court-martial.

69. Reversion to Regimental Duty.—Officers may revert at their own request, or be compulsorily reverted, to regimental duty at any time during the following periods which are reckoned from the date of their substantive appointment to the department concerned, except where otherwise shown :—

Department.	Period.	Department.	Period.
I. A. S. C. . .	3 years or until permanently appointed, whichever happens earlier.	Political Department.	Three years or until permanently appointed whichever happens first.
Remount Department	,,	Cantonment Department.	Three years inclusive of leave on m. c.
J. A. G.'s Department	Three years exclusive of leave on m.c. or until appointed substantive D. J. A. G.	Any other civil department.	Two years or until permanently appointed whichever happens first.
M. G. O. Services—			
(i) Ordnance Factories and Inspection Section (lethal charges).	Until selected for permanent retention and transfer to the I. A. O. C., *vide* para. 62 (*a*) and (*b*).		
(ii) Military Farms Department.	3 years or until permanently appointed whichever happens earlier.		
I. A. O. C. . .	3 years until permanently appointed whichever happens first.		

An officer will not, however, be permitted to retain his appointment if he fails to pass, within the prescribed period, the qualifying examination subsequently required of him

1044-M.G.-2 E.

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CHAPTER V.—SERVICES AND DEPARTMENTS.

70. Technical advisers.—In addition to the staff, there are at army headquarters and at the headquarters of commands, districts and brigades certain other officers who are either technical advisers or officers of services or departments. In the case of the general staff, these officers are technical advisers to the head of the branch for various arms of the service.

In the case of the adjutant-general's, quartermaster-general's and master-general of ordnance branches these officers are the heads or representatives of the administrative services and departments.

The duties of these officers at army headquarters are given in Appendix XXIX. In commands and districts, wherever they are represented, their duties are analogous.

71. Duties of advisers.—The duties of the technical advisers attached to the general staff, whether at army or command headquarters, are limited to the inspection of their own particular arm of the service and to the giving of advice to the staff on all matters affecting the welfare and efficiency of that arm. They are not empowered to exercise command nor can they issue orders to subordinate formations except through the branch of the staff concerned. They are empowered to correspond direct with their representatives in the next formation below them on purely technical matters.

72. Directors.—The head of an administrative service or department at army headquarters is styled a director. This officer controls the arrangements connected with his service or department in accordance with the policy of H. E. the C.-in-C. as communicated to him by the head of the branch concerned, and he advises the staff on all technical matters connected with his work. He is also responsible for the administration (other than discipline and interior economy) and distribution of the personnel and material of his service or department and communicates direct with his representatives on all matters of technical detail connected with his service or department, and exercises such control over them in these matters, as he considers necessary. The responsibility for the discipline and interior economy of all personnel of administrative services and departments rests with the commander of the formation or area in which their unit is serving.

73. Assistant Directors.—Directors of administrative services and departments are in most cases represented in subordinate formations by an officer of their directorate or service. Where no representative is shown with the headquarters unit, the senior officer of the service or department in the formation is the representative of the director. Where no such officer exists, the branch of the staff concerned is responsible. The functions and responsibilities of a representative are similar to and differ only in degree from those of a director

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of a service or department. Technical matters are those which do not involve any question of principle or policy or the issue of orders to the troops. Directors and their representatives will keep the staff informed of all such instructions issued.

When a director or his representative in a subordinate command desires to refer important questions for the decision of H. E. the C.-in-C. or a subordinate commander, he will do so through the principal or senior staff officer concerned.

74. Ordnance supply services.—The organization and administration of the I. A. O. C. comprises arsenals, ordnance depôts, clothing and boot depôts, controlled by the D. E. O. S. under the orders of the Q. M. G. who will advise H. E. the C.-in-C. on all questions relating thereto. The D. E. O. S. is responsible for the pattern and scale of clothing and necessaries and for the pattern, scale and inspection of all ordnance stores in Part I of the Vocabulary, with the exception of anti-gas equipment, artificers, and intrenching tools, harness and saddlery, signalling and survey equipment and for provision, maintenance and supply of all ordnance stores and equipment. The M. G. O. is responsible for patterns scales, production and inspection of anti-gas equipment, artificers, and intrenching tools, harness and saddlery signalling and survey equipment and all equipment. ammunition lethal weapons, and vehicles in Part II of the Vocabulary. Details of the administration of the ordnance services under the Q. M. G. are given in A. R. I., Vol. IV.

391 (M. G. S. 2-C.).

75. Remount Department.—The remount service is controlled by the Q. M. G. through the Director of Remounts, who is responsible for the supply and efficiency of all riding, draught and pack animals for the army in India.

62892 (Q-M.G.-15).

Remount-depots and horse breeding areas are administered by Army Headquarters. There is an officer of the department attached to each command headquarters for giving technical advice on the efficiency of remounts and animals.

76. Veterinary.—The veterinary service is charged with the care of sick animals, the administration of veterinary hospitals, the duty of reporting to general or other officers commanding verbally or in writing, on all matters relating to animals, stables, camps, transports, forage, stable management, forges and shoeing, and of recommending any measures conducive to the health and efficiency of animals of the army, or mitigate or prevent disease among them.

77. Military Farms Department.—The Military Farms Department is under the control of the M. G. O. and consists of two branches :—

391 (M. G. S. 2-C.).

(*i*) The military grass farms which provides the fodder requirements of the army,

(*ii*) The military dairy farms in stations where they exist are responsible so far as their resources permit, for the provision of dairy produce for hospitals, officers, soldiers and their families.

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CHAPTER VI.—OFFICERS—APPOINTMENTS, PRECEDENCE, POSTING, EXCHANGE, TRANSFER, PROMOTION AND RETIREMENT.

1. APPOINTMENTS AND PRECEDENCE.

78. General.—An officer's service commences from the date of his first permanent commission unless otherwise specially provided for.

All appointments, whether permanent or temporary, transfers, promotions, retirements and removals will be published in the orders of the sanctioning authority and, in the absence of any specified date, take effect from the date of the order in which they appear. In the case of first commissions or when higher rank, except local rank, is conferred, the notification will appear in the *Gazette of India*.

78-A. Appointments—Colonels of Indian cavalry, infantry and pioneer units and colonels commandant of the I. A. S. C.—(*a*) Each cavalry regiment and each active battalion in an infantry and pioneer group may have a colonel and the I. A. S. C. may have two colonels commandant. An ungrouped battalion may have its own colonel. Gurkha regiments and the 18th Royal Garhwal Rifles may have one colonel appointed to each regiment and not one per battalion as is the rule in other infantry units. Existing incumbents will not be disturbed.

(*b*) Officers not below the rank of colonel (substantive or brevet), of both the British and Indian services, whether on the active, unemployed, supernumerary or retired list, will be eligible for appointment. An officer may be appointed colonel of an Indian as well as a British unit, but only in very exceptional circumstances, of more than one Indian unit.

(*c*) Officers appointed on, or after, the 24th August 1922 will vacate on attaining the age of 70 years, but any officer who is colonel of a British regiment and who retains his colonelcy for life under the regulations in force in the British service, shall be allowed to retain for life the colonelcy of any Indian regiment to which he may have been appointed subsequent to the date 24th August 1922. A.-43023 (A. G. 9).

79. Officiating appointments.—An appointment in which an officer officiates whilst performing the duties of his permanent appointment will be notified in orders as being in addition to his other duties.

79-A. Officers (not medical) absent from their regiments in the following circumstances, whether holding permanent or acting appointments will be considered as on regimental detached duty, and no acting appointments may be made:—

(*a*) When attending, under due authority, any of the recognised courses of military instruction or when attached to the staff of a G. O. C. for the purpose of being reported on as suitable for admission to the Staff College.

(*b*) When detached with men of their corps.

(*c*) When employed as assistant recruiting officers, or deputed to supervise the training of the Nepal Escort.

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(*d*) When placed in temporary charge of the depôt of a linked battalion.

(*e*) When detached on any other duty—for a period of less than four weeks.

NOTE.—The officers in question are, however, eligible for officiating appointments on the occurrence of vacancies in their regiments, and, provided that no extra expense is thereby caused, for any staff pay that they would have been entitled to if they had not been detached from their corps on the duties specified.

80. Removal from or refusal of appointment.—No officer can be removed from a regimental appointment except by the next higher authority to that which appointed him. An officer of the Indian army is not at liberty to decline any employment for which he may be selected, nor can he throw himself out of employment by resignation of his appointment.

81. Appointment to the I. A.—Officers are eligible for appointment to the Indian army in accordance with the following rules up to the age of 26 years. Applications for appointment will be submitted on I. A. F. Z-2047 :—

(*a*) Officers on the U. L. when attached to a British unit will be posted to a unit of the Indian army by H. E. the C.-in-C. at the expiration of one year's actual duty with the British unit exclusive of all leave (excepting casual, or privilege leave), and of any period of absence in hospital. The Commander-in-Chief in India is, however, empowered, at his discretion, to extend the period of one year's attachment to British units of officers on the Unattached List for the Indian army. Applications for appointment to a unit of the Indian army will be submitted three months before the above period expires.

04534 (M. S 3).

(*b*) Officers of British cavalry, artillery, and infantry units on the Indian establishment who, at the date of application, have passed the prescribed language test, and completed one year's regimental duty in India may be appointed to the Indian army to fill vacancies when no officers of the U. L. are available.

82. Qualification of an Indian Army Officer.—An officer of the Indian army will not be permitted to remain in the service, if at any time during the first three years from the date of his commission, his retention is considered undesirable.

24692 (M. T.-2-G.S.).

If an officer fails to pass the required tests, *viz.*, the prescribed language test and the professional retention examination (see paragraphs 349-353 and 356) within three years from the date of his appointment to the Indian army, he will be permitted to resign and if he declines to do so will be removed. An extension of the term can only be justified on special grounds beyond the officer's control, and an application for extension must be submitted six months before the period expires.

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An officer will not be permitted to remain in a cavalry unit unless on completion of a year's service he is reported suitable for that branch of the service. Officers entering the Indian army from dismounted units of the British service are not eligible for transfer to cavalry if over 23 years of age, without the special sanction of His Excellency the Commander-in-Chief.

An officer of the Indian army, whether appointed from the Unattached List, Indian army, or transferred from the British service, will NOT, until he has passed both the retention examination and the prescribed language test—

(*a*) be granted leave other than leave on medical certificate privilege leave or study leave, except in special circumstances and after reference to the Military Secretary, Army Headquarters;

(*b*) be employed on any appointment, permanent, temporary or officiating, outside his unit;

(*c*) hold an appointment within his unit for which additional pay and allowances are authorized. An officer may, however, *officiate* in such appointments provided that no other qualified officer is available;

(*d*) be detailed to attend any course of instruction without the authority of the general officer commanding district;

(*e*) be detailed for service outside India in peace except with his own unit.

24692 (M.T.-2-G. S.)

82-A. An officer of the Indian army whose promotion to the rank of captain or major has been regarded for failure to pass the examination as prescribed in paragraph 93 shall, unless he has qualified within twelve months of the date of such retardation (irrespective of any service for the purpose of promotion which he may have forfeited as a result of disciplinary action), be retired from the service subject to His Majesty's approval. Should he have been prevented from passing the prescribed examination by having been called to, or engaged on, active service in the field, he may be granted an extension of time (not exceeding the period of which he may have been deprived by the exigencies of active service) to afford him an opportunity of passing.

82-B. An officer retiring under paragraph 82-A may be granted the retired pay or gratuity, if any, for which he is eligible; or (if not eligible for any retired pay or gratuity) may be granted a gratuity not exceeding one year's British pay of rank under paragraph 164, Pay and Allowance Regulations for the Army in India, Part II.

83. Grading on appointment.—Officers of the Indian army will be graded in the gradation list and in the corps to which they are permanently appointed according to the dates of their substantive rank in the Indian army or, when these are identical, according to the dates of their last substantive rank. Until promotion to the rank of captain, lieutenants will be graded in their corps amongst themselves according to the dates of their first commission.

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24692 (G.S.-M.T. 2)

84. Rules for the passing of language examinations by certain officers of the British Service.—Officers under 40 years of age serving with the following corps and departments will be required to pass the language test prescribed for their corps or departments within two years from the date of their posting. An officer who has not passed within this period will not be granted leave, other than privilege leave or leave on medical certificate, except in special circumstances and after reference to the Military Secretary, Army Headquarters, until he has passed the examination :—

(*i*) Royal Artillery posted to an Indian mountain battery.

(*ii*) Officers of the Royal Engineers.

(*iii*) Officers serving with Indian Signal Corps.

(*iv*) Officers of the Royal Army Veterinary Corps who have been posted to the continuous Indian service cadre.

NOTE 1.—This rule does not cancel " special study leave " granted to officers of the M. E. S. under paragraph 12 (*g*), " Regulations for the M. E. S."

NOTE 2.—Officers of the R. E. (I. A.), departmental officers of the M. E. S., and assistant inspectors of R. E. Machinery, will be governed by the same rules as R. E. officers.

NOTE 3.—In the case of officers of the Royal Engineers and assistant inspectors of R. E. Machinery the date of posting will be reckoned as the date of landing in India, and in the case of officers of the R. E. (I. A.) and departmental officers of the M. E. S. the date of posting will be reckoned as the date of first commission.

85. Precedence.—Officers serving in Indian units will take rank and precedence regimentally according to their regimental grading. The departmental seniority of an officer is regulated by the date of appointment to the grade he holds.

2. POSTING, EXCHANGE, TRANSFER, PROMOTION.

(a) Rules applicable to British and Indian services.

86. Exchanges between the British service and the Indian army.—Exchanges between officers of British service and those of the Indian army are authorised under the conditions laid down in the R.W. Officers of the British service must have served one year in India and passed the preliminary Urdu examination. They will be appointed a squadron or company officers in any Indian unit by H. E. the C.-in-C. They are liable to be removed from the army if they fail to pass the professional examinations (see paras. 349—351 and Appx. VIII), within eighteen months of being taken on the strength of an Indian unit. (See I. A. F. Z-2047.)

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(b) Rules applicable to British service.

87. Responsibility for orders issued by the W. O.—Promotions and transfers affecting officers of the British army in India being made entirely at the discretion and under the authority of the War Office, the G. of I. takes no responsibility for any personal expense or inconvenience individual officers may be subjected to in consequence of arrangements so made.

88. Relief of regimental officers.—The rules relating to reserve battalions and extra reserve battalions are contained in the K.R. Therelief of officers who have completed a tour of service with the reserve or extra reserve battalion will be carried out during the trooping season. An officer whose tour expires within two months of the date of sailing of the last transport will return to India by that transport.

Officers with less than two years' service will not be selected for this duty. Recommendations will be submitted to the G. O. C., the area concerned in the United Kingdom through the G. O. C.-in-C. concerned who will report to the M. S., A. H. Q., the names of officers selected and the date of embarkation.

89. Transfer of officers to the home establishment.—The G. O. C.-in-C. or the independent district commander will communicate direct with the War Office in accordance with the K. R. Names of officers who apply for such transfers and those transferred will be noted in the nominal roll of officers (A. F. B.-158) submitted to the M. S., A. H. Q. each month. The actual transfers when ordered will be notified in command or independent district orders.

90. Exchanges between officers of British service.—The rules regarding transfers of, and exchanges between, regimental officers of the British service are contained in the K. R.

91. Adjutant of British units.—The G. O. C.-in-C. or an independent district commander will report direct to the War Office in accordance with the K. R. and appointment will be notified in command or independent district orders.

(c) Rules applicable to Indian service.

92. Transfers within the I. A.—Transfers and exchanges of officers of the Indian army will be carried out by the M. S., A. H. Q. All applications will be submitted on I. A. F. Z.-2047. 03825 (M. S. 3).

93. General provisions governing the promotion of British officers, I. A. and officers of the Indian Land Forces.—The promotion of British regimental officers who are borne on the rolls of their unit and officers of the Indian land forces is contingent upon their passing the prescribed professional examinations. Before promotion to captain and major a regimental officer will also be reported as showing promise of being fit to command a squadron or company 01174 (M. S. 3).

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and to be second in command respectively. A major will not be promoted to lieut.-colonel or commandant unless medically fit for active service, unless he has been passed fit by the selection board to command a battalion or regiment and has earned a satisfactory report at a senior officer's school. H. E. the C.-in-C. may, however, in exceptional circumstances, sanction the retention in the service of an officer, who does not fulfil the qualifications prescribed in this paragraph, in which case promotion to the rank of lieut-col. will be carried out in accordance with the time scale laid down in paragraph 94 *ibid*.

05399 (M. S. 1).

94. Rules governing the promotion of officers of the Indian army.—(*i*) Normally the claims of officers for promotion will be considered in order of seniority but an officer whose early advancement is in the interests of the service may be specially selected for promotion to fill a vacancy, whatever his seniority in his rank at the time.

(*ii*) When selections for promotion are made, the following points will be carefully examined in each case :—

(*a*) whether the officer's past record justifies the selection and particularly whether his promotion has been recommended with confidence by the officers under whom he has lately served ;

(*b*) whether he is fitted in every way to fill adequately all or any of the appointments likely to be available for him in the higher rank for which he is being considered ;

(*c*) whether, if regard be had, among other things, to the merit, age and seniority of other officers, his promotion is clearly in the best interests of the service.

(*iii*) An officer who is passed over for promotion will be superseded temporarily or permanently ; if permanently, he will not again be considered for promotion and will be so informed.

(*iv*) *Promotion to the ranks of colonel, major-general, lieutenant-general and general.*—When an officer below the substantive rank of general is appointed Commander-in-Chief in India, he will be promoted to the rank of general on appointment, and absorbed into the first vacancy which occurs on the authorised establishment.

(*v*) Promotion irrespective of establishments may be conferred on a colonel, major-general, lieutenant-general or general :—

(*a*) during a period of war,

(*b*) for distinguished service in the field,

(*c*) for distinguished service of an exceptional nature other than in the field.

General officers so promoted will be supernumerary until the date on which they can be absorbed into a vacancy within the peace cadre. Promotion to the rank of colonel under this rule will be by brevet.

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(*vi*) With the above exceptions promotion to the rank of colonel and above will be by selection to fill vacancies on the authorised establishment, and a lieutenant-colonel, colonel, major-general or Lieutenant-general will not be selected for promotion to the next higher rank unless he is considered fully qualified :—

(*a*) for a colonel's (major-general's, lieutenant-general's, general's) command and appointment ; or

(*b*) for a colonel's (major-general's, lieutenant-general's, general's) command ; or

(*c*) for a colonel's (major-general's, lieutenant-general's, general's) appointment, respectively.

(*vii*) The following is the authorised establishment of general officers and colonels in the Indian Army :—

GENERAL OFFICERS.

Generals	3
Lieutenant-Generals	4
Major-Generals	20

COLONELS.

Command, Staff or equivalent appointments ..	61
Indian Army Service Corps appointments	15
Indian Army Ordnance Corps appointments ..	10
Master General of Ordnance Services appointments	2
10 per cent. for casualties and a margin for selection.	9
Total ..	97

(*a*) The establishment of colonels represents a maximum, and not a cadre to be maintained invariably at its full complement.

(*b*) No officer will be eligible for promotion to the rank of substantive colonel until he has completed 4 years in the rank of lieutenant-colonel or brevet-lieutenant-colonel.

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(*c*) On promotion to substantive colonel, officers will take seniority from the date on which they completed 4 years in the rank of lieutenant-colonel or brevet lieutenant-colonel. An officer of the rank of brevet colonel will take seniority on promotion to substantive colonel from the date of his brevet colonelcy or the date of completion of 4 years in the rank of lieutenant-colonel or brevet-lieutenant-colonel, whichever is the more favourable.

(*d*) From the 1st April 1928, no officer will be promoted substantive colonel unless he is selected for a colonel's command staff, departmental or equivalent appointment. Officers so selected will be promoted in the first available vacancy on the establishment, on assuming the duties of the appointment, and no officer in regimental employ will be promoted to the rank of substantive colonel.

(*e*) An officer holding the rank of lieutenant-colonel may be promoted brevet colonel if appointed an Aide-de-Camp to the Sovereign.

(*viii*) *Promotion up to the rank of lieutenant-colonel-service for promotion.*—King's commissioned officers of the Indian army and officers of the Indian land forces (including officers of all Indian departments, but excluding the Indian Medical Service) will normally be eligible, if qualified and recommended, for promotion to the rank of lieutenant, captain, major, or lieutenant-colonel, respectively, on completing 2½, 9, 18 and 26 years' service (including any service on the non-effective list specially permitted to count towards promotion under para. 46, Pension Regulations) from the date of first commission (or from the date from which their service for promotion in the Indian Army reckons). The service of officers who were formerly in the Royal Marines will count for promotion from the date following the completion of a period corresponding to the length of the course undergone at the Royal Military College by cadets of whom they were contemporaries.

(*ix*) A major qualified as specified in paragraph 93 of these regulations, and who is selected to fill one of the following appointments may be promoted to the substantive rank of lieutenant-colonel:—

(*a*) Commandant of a regiment or a battalion.

(*b*) Director, or deputy director, Army Remount Department.

(*c*) Director or assistant director of Farms.

(*d*) Judge Advocate General or Deputy Judge Advocate General.

(*e*) Superintendent of Indian army factories.

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(*f*) Inspector of physical training.

(*g*) Deputy Director of Contracts, Army Headquarters. 06578 (M. S. 1).

(*h*) Lieutenant-colonel's appointment in the Indian Army Service Corps.

(*i*) Lieutenant-colonel's appointment in the Indian Army Ordnance Corps.

(*j*) Any other appointment on the establishment of an Indian army department which may be declared by the Government of India to be analogous to a regimental command.

(*x*) *Adjustment of promotion.*—Officers entering the Indian army from the British service by transfer or exchange, will have the date (or dates) of their rank (or several ranks) adjusted to the time-scale of promotion obtaining in the Indian army. Officers applying for transfer or exchange will be required to give an undertaking that they agree to such adjustment which will not affect pay drawn before the date of admission into the Indian army.

(*xi*) *Retarded promotion.*—An officer whose promotion may have been retarded will be promoted, when qualified and recommended, from the date of the first day of the examination at which he qualified. The subsequent promotion of such officers will be governed by the conditions laid down in sub-paragraph (*viii*) above.

(*xii*) *Appointment to the command of a regiment, a battalion, or their equivalent.*—Majors and lieutenant-colonels of Indian army regimental units and of the Indian Army Service Corps, who have qualified in accordance with paragraph 332 of these regulations will only be appointed to command, or to hold a regimental lieutenant-colonel's appointment in the Indian Army Service Corps, if passed by the selection board as fit to command a cavalry regiment or an infantry battalion, or to hold an equivalent Indian Army Service Corps appointment. Majors of the Indian Army Ordnance Corps and all Indian army departments (excluding the Indian Medical Service) will only be appointed to fill the appointments authorised by sub-paragraph (*ix*) above, if passed by the selection board as fit for such appointments.

(*xiii*) *Brevet promotion.*—Specially meritorious service in peace and war performed by officers of the rank of captain, major and lieutenant-colonel, both at regimental duty and on the staff, may be recognised by the grant of brevet promotion to the next higher rank. The object of brevet promotion is to ensure the advancement of specially selected officers in order that they may be able to reach the higher ranks of the army at the most suitable ages.

(*xiv*) The rules governing the promotion of officers of the Indian Medical Service will be found in the Regulations for the Medical Service in India.

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A. 39102 (A. G. 9).

95. Grant of antedates—University candidates.—Officers entering the Indian army through recognized universities in the United Kingdom, will be eligible to be granted antedates according to the following scale :—

Column 1.	Column 2.	Column 3.
If fully qualified, *i.e.*,— (*i*) In possession of Certificate "B." (*ii*) Efficient member of Officers' Training Corps. (*iii*) Completed attachment for a period of six consecutive weeks to a regular unit and obtained a satisfactory certificate.	Qualified with the exception of Certificate "B."	Qualified with the exception of :— (*i*) Certificate "B." (*ii*) Efficient member of Officers' Training Corps.
Grade I— To 20th birthday ..	To 20½ years of age	To 20½ years of age.
Grade II— To 20½ years of age ..	To 20¾ years of age	To 21½ years of age.
Grade III— To 21st birthday ..	To 21¼ years of age	Without antedate.

A candidate must have :—

(*i*) For Grade I—
Graduated with first class or second class honours.

(*ii*) For Grade II—
Graduated with third class honours
or
at the University of Oxford with fourth class honours,
or
at the Universities of Edinburgh and Aberdeen have a pass with merits certificate in classes.

(*iii*) For Grade III—
Graduated with a pass degree.

96.

97.

98.

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99. Adjutants, Indian units.—A King's commissioned officer of an Indian unit who has passed the language and retention examination and qualified at a small arms school is eligible for the appointment of adjutant, but selection should ordinarily be made from officers having approximately six years' service. The appointment is tenable for four years, except in the case of an officer appointed adjutant of a training battalion of Indian infantry or headquarter of a pioneer corps but will be vacated on promoton to permanent (or *pro tempore* for a year) command of a squadron or company; on joining the staff college, on being extra-regimentally employed for more than six months except on field service, or on taking leave (including language study leave) exceeding one year. A-24483 (A. G. 9).

An officer, except in very special circumstances, will not be appointed adjutant of a cavalry regiment, unless he has qualified at a cavalry school.

The district commander is the sanctioning authority for the appointment except in training battalions; in these the appointment is made by H. E. the C.-in-C.

99-A.—Adjutants' Indian infantry training battalions and headquarters, pioneer corps.—The appointment is tenable for 3 years extensible to 4 years. B.-3722 (A. G. 9).

100. Quartermasters, Indian units.—A King's commissioned officer of an Indian unit except in an Indian infantry, who has passed the language and retention examination is eligible for the appointment of quartermaster. The officer selected should ordinarily be junior to the adjutant. The appointment is tenable for four years. The appointment will be vacated as laid down in the preceding paragraph. A.-24483 (A. G. 9).

The district commander is the sanctioning authority for the appointment except in training battalions; and headquarters, pioneers corps; in these the appointment is made by H. E. the C.-in-C. in accordance with paragraph 100-A.

100-A. Quartermasters, Indian infantry training battalions and headquarters, pioneer corps, appointment of—Indian infantry appointment of—I. The appointment of quartermaster of an Indian infantry training battalion or headquarters, pioneer corps, will be made by H. E. the C.-in-C. from a special list maintained at Army Headquarters. A. 35981-II (A. G. 2).

The following will be eligible for appointment:—

(*a*) Officers promoted from the ranks.

(*b*) Quartermasters of British units.

(*c*) Departmental warrant officers of the India Unattached List.

(*d*) Regimental serjeant-majors and regimental quartermaster serjeants of British cavalry, artillery and infantry units. A.-35981-II (A.G. 2).

(*e*) In special cases $\frac{\text{Squadron}}{\text{Battery}}$ serjeant-majors of British cavalry, $\overline{\text{Company}}$ artillery and infantry units.

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The following are the necessary qualifications :—

(*i*) As prescribed in King's Regulations for promotion to quartermaster.

(*ii*) A minimum of 5 years' service in India.

(*iii*) An adequate working knowledge of Urdu.

(*iv*) Age ordinarily under 38 years.

Candidates for appointment must also have experience of Indian conditions and be thoroughly capable of dealing with Indian personnel.

II. Applications when called for, will be forwarded in manuscript to the Military Secretary, Army Headquarters, through the usual channels.

Officers commanding units when recommending a candidate for appointment or promotion to a commission as quartermaster will forward the following particulars :—

Rank and name (full Christian and Surname to be given) ; unit ; date of attestation or commission; age on attestation or date of commission ; service in India with dates; certificates of education ; language certificates and linguistic qualifications; experience of Indian conditions ; capacity for dealing with Indian personnel ; any other special qualifications and general remarks as to fitness of candidate for appointment as quartermaster.

Before forwarding an application the District or Independent brigade commander will interview the applicant in order to certify that he is eligible and suitable for appointment as quartermaster. The application must also be accompanied by a certificate of medical fitness for general service.

B.-3765 (A. G. 2).

III. A selected candidate will be attached to an Indian infantry training battalion or headquarters, pioneer corps for a period not exceeding 6 months before being finally appointed permanently as quartermaster. Such appointment will, however, be contingent on the nature of the report rendered either during or on the termination of the period of attachment, regarding the candidate's suitability. On being definitely approved, the appointments of these quartermasters will be ante dated, for purposes of reckoning service for promotion and pension, to the dates on which they joined their units on probation. Pay as quartermasters will be admissible only from the dates on which they are confirmed as such.

B.-4933 (A. G. 2).

IV. Quartermasters will be borne on a " Special List " of the Indian army. For purposes of rank and status the provisions of King's

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Regulations will apply. Promotion and retirement will be governed by articles 169, 170 and 570, Royal Warrant, for pay, etc.

V. To meet first contributions to the regimental mess and band funds, an allowance up to the maximum amount authorised in paragraphs 446 and 455 will be admissible on permanent appointment to an Indian unit.

VI. A candidate who is transferred from the Indian establishment will automatically have his name removed from the waiting list of candidates. A.-35981 (A. G. 2).

101. Medical examination of certain officers returning from service ex-India.—On return direct to India from imperial service abroad of a non-regimental officer (or an officer detailed from his unit for such service) he will be medically examined as to his fitness for duty and he will not be allowed to resume duty in India till he is pronounced fit by a medical board.

3. HALF-PAY, RETIREMENT AND RESIGNATION.

102. (*a*) All applications of officers of the Indian service (including those in receipt of unemployed pay or on the temporary non-effective list) to resign their commissions or to retire from the service, will be forwarded through the prescribed channel to A. H. Q., for the orders of the G. of I. 37699 (A. G. 13).

(*b*) All applications of officers of the British service (including those in receipt of half-pay) to resign their commissions or to retire from the service will be forwarded direct to the War Office by the G.O C.- n-Command or G. O. C. independent district concerned, and a copy sent to the M. S., A. H. Q., for information. A copy of the subsequent War Office orders will be furnished to the M. S., A. H. Q., for completion of records.

(*c*) In forwarding such applications the unit commander will, when it is the result of misconduct or anything affecting the officer's honour or character as a gentleman, state all the circumstances and particulars of the case. The authority responsible for forwarding the statement to A. H. Q., or to the War Office as the case may be, will ascertain that this gives a complete account of the case before forwarding it.

(*d*) When forwarding the application of an officer (British or Indian service) to resign his commission or to retire from the Service, the unit commander will state whether—

(*i*) all regimental claims have been paid ;

(*ii*) he is aware of any outstanding public claims ; and

(*iii*) there is any objection to the resignation or retirement being sanctioned.

With regard to (*ii*) in the case of an officer resigning his commission or retiring with gratuity, a *provisional* no-demand certificate (I. A. F. A.-450), clearly endorsed as such, will be obtained from the C. M. A. concerned and forwarded with the application.

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B.-3404 (A. G. 13)-A. D. 2.

When an officer proceeds or is about to proceed on leave pending retirement or leaves his unit or appointment on retirement or resignation, whether he elects to reside in or out of India, his commanding officer will *immediately* prepare India Army Form A-450 completed in so far as regimental and public claims are concerned, and clearly endorsed as *final* no-demand certificate or *final* certificate of demands outstanding, and will submit it to the controller of military accounts responsible for the disbursement of the officer's pay, who, after check and amendment where necessary will forward it, in the case of an officer proceeding *ex*-India, to the India Office without delay. Controllers of military accounts will endeavour to ensure that these certificates accompany last pay certificates, when the latter have to issue.

Where a controller of military accounts has reason to believe that a public demand is outstanding against an officer who is about to retire with gratuity, he will report the fact to the India Office—by telegram if necessary—with a view to a portion of the gratuity being withheld to meet such demand.

O.-2560 (M. S. 2).

(*e*) A military officer who resigns the service vacates any civil appointment that he may be holding.

103. Resignation, British service.—An officer who, under the provisions of Article 523 or 525 of the Pay Warrant, has been called upon to retire or resign his commission will, after his retirement or resignation has been ordered and on submitting an application through the usual channel, be accorded an interview with a member of the Army Council in order that he may have an opportunity of further stating his case, should he so desire.

In his application to retire on retired pay an officer will notify his intended place of residence, and any subsequent change of address before retirement will at once be reported to the War Office.

104. Resignation, Indian service.—The applicant will give a prospective date from which it is desired that the resignation or retirement shall take effect and will submit his application not less than three months, if possible, before the date on which it is desired that the retirement should take effect. In cases of retirement the application will also state where the officer wishes to draw his pension.

An officer desirous of retiring or resigning on the expiration of leave applied for will submit his application to retire or resign together with his application for leave through the usual channel to A. H. Q.

An officer other than one on the unemployed list, will not be relieved of his duties until receipt of intimation that the application has been accepted. In the case of an officer on leave, duty, or residing unemployed in the U. K. the application will be addressed to the Under-Secretary of State for India, India Office.

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104-A. Unless there are special reasons questions affecting the pension of an officer will not ordinarily be considered until he actually retires. This rule does not, however, prohibit the consideration, until an officer retires, of a proposal to condone a break in his service, nor does it prohibit the submission of a preliminary application for pension on behalf of an officer intending to retire immediately, while he is still in employ. A.-31202 (A. G. 14).

104-B. Where delay in reporting on a pension claim is anticipated, the controller of military accounts concerned may, upon a declaration, as follows, by the officer, sanction the immediate disbursement of the pension to which after the most careful summary investigation that he can make without delay, he believes the officer likely to be entitled:—

Declaration.—Whereas the (here state the designation of the officer sanctioning the advance) has consented, provisionally, to advance to me the sum of Rs. a month, in anticipation of the completion of the enquiries necessary to enable the Government to fix the amount of my pension, I hereby acknowledge that, in accepting this advance, I fully understand that my pension is subject to revision on the completion of the necessary formal enquiries, and I promise to base no objection to such revision on the ground that the provisional pension now to be paid to me exceeds the pension to which I may be eventually found entitled. I further promise to repay any amount advanced to me in excess of the pension to which I may be eventually found entitled.

104-C. If upon the completion of the regular investigation it be found, that the pension thus summarily assigned differs from the pension finally settled, the difference must be adjusted in the first subsequent payments.

105. Age limit for commanders units.—The tenure of command of an Indian unit is limited to four years. Officers must vacate their regimental appointments on attaining the age of 50 years in the case of cavalry officers, and 52 years in the case of infantry and pioneer officers. An officer will be ineligible for appointment as commandant of a unit after attaining the age of 48 years in cavalry. and 50 years in infantry and pioneers. 04333 (M. S. 3).

106. Removal from the cadre of a unit.—An officer will be removed from the cadre of an Indian unit:—

(*i*) on being permanently posted to a staff appointment which is not tenable by an officer on the cadre of a unit;

(*ii*) on being permanently posted to any staff appointment when holding the command of a unit;

(*iii*) on being promoted to the substantive rank of colonel, if not permanent commandant of a unit;

(*iv*) on the expiration of the period during which he may revert to regimental duty (see para. 69);

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(*v*) after five years' continuous absence in the case of officers employed out of India for any unspecified period on a colonial or other appointment under the Imperial Government;

(*vi*) on vacating command.

107. Compulsory retirement.—Officers of the I. A. come under the compulsory retirement clauses of the R. W., *viz.*, on attaining the following ages :—

03261 (M. S.).

Lieut.-colonel	55 years.
Colonel	57 „
Brevet-Colonel	
Major-general	62 „
Lieut.-general	67 „

04987 (M. S. 1).

A general officer shall be retired after 3 years' non-employment, which shall be exclusive of any period of non-employment prior to his promotion to the rank of major-general, and shall reckon only from the date of his vacating any appointment which he may continue to hold after such promotion.

107-A. The rules in the Royal Warrant for Pay, 1922, Articles 475 and 543, with any subsequent modifications, apply equally to officers of the Indian army who are removed from the active list on reduction of establishment.

A.-21195 (A. G. 9).

107-B. An officer of the Indian army may at any time be called upon to retire, or to resign his commission, for reasons other than misconduct, should the circumstances of the case, in the opinion of the Secretary of State for India, require it.

108. Age limit for departmental appointments.

(*a*) The following are the only departmental appointments which may be held by officers of the Indian Army after attaining the age of 52 :—

(*i*) Director or deputy director.

(*ii*) Assistan director of farms, senior assistant controller of dairy farms and senior assistant controller of grass farms.

(*iii*) Remoun officer with command headquarters (only on the special recommendation of the Quartermaster General in India in each individual case).

(*iv*) Chief ordnance officer, superintendent of an ordnance factory, and ordnance consulting officer, India Office.

(*v*) Judge advocate general, deputy judge advocate general and assistant judge advocate general.

(*vi*) Officer in charge, Indian army service corps records.

(*b*) Continuous service Royal Artillery officers below the rank of colonel who joined the Indian Ordnance Department before the 1st July 1910, whether they elect to remain on the

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Royal Artillery list or to transfer to the Indian army, shall retain the right to serve until they attain the age of 55 irrespective of the appointment they hold.

(*c*) Sub-para. (*a*) above applies to the case of continuous service Royal Artillery officers who joined the Indian Ordnance Department or the Indian Army Ordnance Corps on or after the 1st July 1910. 391 (M. G. S.)

(*d*) Sub-para. (*a*) above does not apply in the case of continuous service officers of the Royal Army Veterinary Corps who are governed by the compulsory retirement clauses of the Royal Warrant.

108-A. The date of birth of officers for calculating their age for compulsory retirement is that given in the birth certificate and also shown in the Indian Army List. In the case, however, of departmental officers of the India Unattached List and officers who are commissioned after having rendered service in the ranks on a normal peacetime attestation, the date of birth is determined by the age given on attestation. A-43556 (A. G.-9). B.-4508 (A. G.-9) A. D.-1.

109. Officers, unemployed.—Officers coming under the following categories will (unless they elect to retire) be placed on the unemployed list on the pay laid down in Pay and Allowance Regulations subject to their liability to return to duty in India if required. During unemployment, officers may elect to reside in or out of India :— 02629 (M. S.-1).

(*i*) General officers.

(*ii*) Colonels and lieutenant-colonels who have completed the prescribed tenure of command of a unit or of a staff or administrative appointment, or who have vacated their appointments under the terms of para. 892, or in the case of unit commanders on completion of two years' absence from duty.

(*iii*) Officers of and below the rank of lieutenant-colonel, who vacate their appointment on attaining the age limit. A-47674 (A.G.-9).

(*iv*) Officers of departments who are required to vacate their appointments on attaining the age of 52 years, or under sub-para. (*ii*) above.

(*v*) Officers over 55 years of age who may be required under the rules to vacate staff, departmental or civil appointments and for whom other suitable employment cannot be found.

An officer, if he so desires, may be unemployed up to three years.

109-A. An officer of the Indian service who returns to duty in India from the temporary non-effective list shall normally be restored to the active list with effect from the date on which he reports for orders, as an unposted officer, to the embarkation authorities at the port of disembarkation. A.-38490 (A. G.-19).

109-B. An officer of the Indian service, who has been declared unfit for command, may in exceptional cases, with the approval of the Secretary of State, be placed on unemployed pay. A-40270 (A. G.-9).

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110. Application to reside in or out of India unemployed.—An officer will apply to the district commander for permission to reside in or out of India as the case may be and this permission will be notified in district orders. He may, with the sanction of the S. of S. or of the district commander to which he originally belonged, according as to whether he is residing in England or in India, change his place of residence at any time.

111. Officers, insane.—When an officer has been declared to be insane a report by telegram will be immediately sent by the district commander concerned to the War Office or India Office as the case may require giving as full information as may be available at the time and also the name and address of the officer's next-of-kin. This telegram must be repeated to the Military Secretary, Army Headquarters. When an insane officer is sent home, a report of the name and probable date of arrival of the ship in which he sails and the address of his next-of-kin will be sent by the district commander to the Government of India in time to allow of arrangements being made before the officer reaches England.

No. 05557 (M.S.)

An insane officer will not be granted any definite period of leave but immediat ly on his being invalided, the statement of his case (I. A. F. M.-1243), together with A. F. B.-183 and I. A. F. M.-1244, will be sent by the district commander to the Under Secretary of State, India Office, accompanied by a special report.

111-A. An officer of the Indian Services, whether on full pay or half-pay, who is pronounced insane by the regulated medical authority, shall be retired from the service from such date as the Secretary of State may determine.

A.-36155 (A. G.-9).

4. ARMY IN INDIA RESERVE OF OFFICERS.

112. The rules for appointment to and service in the Army in India Reserve of Officers, are given in Appendix XXX.

5. ROYAL ENGINEER OFFICERS.

113. Employment of service.—The general rules regarding the employment and conditions of service of R. E. officers in India will be found in R. E. Corps Memoranda (India).

NOTE 1.—Details of the employment and conditions of service of officers of the R. E. (I. A.) are contained in Appendix XXXIV.

A.-28698 A. G.-7).

NOTE 2.—R. E or R. E. (I. A.) officers employed either in a Corps of Sappers and Miners or in the M. E. S. are regarded as on regimental duty.

No. 05623-2 (M.S.-1)-D.

6. INDIAN SIGNAL CORPS.

114. Conditions of service, British officers.—Officers of all arms of the British and Indian service, if medically fit for active service and qualified in accordance with regulations that may be published from time to time, are eligible for appointment to units of the Indian Signal Corps. Subalterns on appointment will be unmarried. Selected officers will be liable for appointment or transfer to any Indian Signal unit.

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Officers will be appointed to the Indian Signal Corps for four years, or until promotion to the next higher rank, and, excepting R. E. officers they will be seconded regimentally from date of appointment.

A company officer of a signal unit selected for appointment as a company commander will commence a fresh term of four years.

Subaltern officers of the Indian army serving with Indian signal units may, at their own request, be permitted to serve on as company officers after promotion to captain to complete four years in all.

Subaltern officers will be liable for selection to undergo the prescribed course of telegraphy under the Indian Telegraph Department.

NOTE.—Details of the employment and conditions of service of officers of the Indian Signal Corps (Special List) are contained in Appendix XXXIV. A.-28698 (A. G.-7).

7. INDIAN OFFICERS.

115. Precedence.—The order of precedence is as follows:—

(i) Risaldar-major, subedar-major, sub-assistant surgeons ranking as subedar-major.

(ii) Risaldar, subedars, sub-assistant surgeons ranking as subedars, senior veterinary assistants 1st class.

(iii) Jemadars, sub-assistant surgeons ranking as jemadars, senior veterinary assistants 2nd class.

116. Promotions to Commissioned Rank.—All promotions of Indian ranks will be made by selection and will be dependent on efficiency and character. Recommendations for promotion will be submitted on I. A. F. Y-1925 accompanied by a slip with the name in his own vernacular in the case of an individual appointed to first commission.

For the examination for promotion of Indian non-commissioned officers to commissioned rank see Appendix XXXIII. When submitting promotion rolls of Indian non-commissioned officers or probationary Indian officers, it will be stated that this examination has been passed.

116-A. In the case of Indian combatants with British battalions all promotions to and in the rank of Indian officer will be made by the officer commanding, British infantry training company, 10-17th Dogra Regiment, Jullunder. 26693-G. S. (M. T. 2)

Officers commanding, British battalions, will furnish half-yearly, on 1st January and 1st July, to the officer commanding, British infantry, training company, 10-17th Dogra Regiment, the following rolls:—

(i) A roll of all non-commissioned officers recommended for promotion to jemadar, to show length of service and class.

(ii) A similar roll of all jemadars recommended for promotion to subadar.

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(iii) In the event of any officer or man on the above rolls ceasing to be recommended for promotion through any cause an *interim* report will be rendered immediately so that the individual's name may be removed from the consolidated roll.

These rolls will be consolidated by classes by the officer commanding British infantry training company, and the senior of the correct class will be promoted on a vacancy occurring. The officer commanding the training company will make the promotion and submit a draft gazette notification to the A. G.

All vacancies in Indian officer ranks will be reported to the officer commanding the training company as they occur.

The establishment of subadars by classes to be worked to is :—

Punjabi Mussalmans (Trans-Jhelum) . . .	3
Punjabi Musalmans (Cis-Jhelum) . . .	3
Ranghars	2
Kumaonis	2
Ahirs	5
Jats	3
Rajputs	4
TOTAL .	22

117. Qualifications for commission rank.—A n.c.o. recommended for a commission will not be over forty, nor have more than twenty-two years' service. A jemadar with more than twenty-nine years' service will not be promoted.

Should special reasons exist for the promotion of any individual over the age or service limit (or both) such case will be made the subject of a special report, and be submitted for decision on its merits to the district commander.

118. Candidates for direct commissions.—Direct commissions are granted only by the Government of India.

(i) Such commissions will be given only to Indian gentlemen belonging to a recognized fighting class.

(ii) Candidates will *not as a rule* be above 20 years of age and on appointment must not be above 23 years of age.

(iii) Candidates will apply direct to the officer commanding the unit to which they desire appointment.

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(*iv*) If there is a vacancy, or if one is likely to occur within a reasonable time before the applicant has attained the age limit, the officer commanding will arrange to interview the candidate. At the interview he will satisfy himself—

(*a*) that as regards personal appearance, physical fitness, character and disposition the candidate is fit to be an officer,

(*b*) that the candidate's educational attainments are at least up to the standard of the Indian officers of his unit who have been promoted from the ranks.

Should the candidate be satisfactory in all respects and the officer commanding be willing to take him, I. A. F. Y-1935 will be completed, verified if necessary by the civil authority, and forwarded, together with I. A. F. Y-1925, to the A. G. in India through the proper channel.

(*v*) The candidate will then be gazetted as a jemadar on probation and will serve as such for three years. During this period the candidate will be treated in every respect as an Indian officer, but will be required to learn and perform the duties of each rank up to and including havildar or dafadar. He will serve in each of these ranks for six months. For the remaining eighteen months of his probationary period he will serve as a jemadar, taking his place with others of his rank on the battalion roster.

(*vi*) While on probation a candidate may at any time, if found unsatisfactory, be invited to resign. If he declines to do so, he will be liable to removal from the service. A.-33221 (A. G.-9).

(*vii*) At the end of the period of probation a report on the candidate will be submitted to the A. G. If the candidate is finally accepted by His Excellency the Commander-in-Chief, his commission will be confirmed in the *Gazette of India* and will bear the date of his first appointment on probation.

119. Accelerated promotion.—The sons or near relatives of distinguished Indian officers and others who by good service rendered in the field have a claim on the army, and candidates not possessing sufficiently high qualifications for direct commission, may, if in all respects likely to become fit for a commission, obtain accelerated promotion to the commissioned ranks.

Lists of such candidates will be kept by R. Os. unit commanders requiring a candidate for accelerated promotion will apply to the R. O. concerned, who will place the unit commander in communication with the selected candidate. Unit commanders will bring to the notice of R. Os. the names of any men whom they desire to bring on the list.

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Such candidates will enrol in the unit in which they desire to be appointed, and will serve in the ranks for at least 18 months, drawing the pay of rank in which serving. If after a minimum period of 18 months in the ranks, they are considered likely to be fit for commissions, and provided that vacancies exist, they may be appointed as jemadars on probation for a period of 18 months, and their names published in the *Gazette of India*.

While on probation a candidate may, at any time, if found unsatisfactory, be invited to resign. If he declines to do so, he will be liable to removal from the service.

Appointment to commissioned rank within five years from the date of attestation will be considered accelerated promotion and will require the sanction of H. E. the C.-in-C. for whose orders a report regarding the officer will be submitted to the A. G. on the expiration of the probationary period of service.

If the retention of the Indian officer is considered desirable, he will be confirmed in his rank with effect from the date of his appointment on probation.

120. Direct or accelerated commission vacancies.—Not more than one vacancy in every four in a cavalry regiment and one in every five in an infantry battalion will be filled by officers to whom direct or accelerated commissions have been granted. In the case of Gurkha battalions special consideration will be shown to those candidates who, instead of being brought up in the lines of a battalion, have been sent at an early age by their parents to be educated in Nepal.

121. Terms of service, Remount Department.—Personnel selected for appointment as Indian officers in a horse-breeding area of the A. R. D. will not usually be above the rank of jemadar. Indian officers or n.c.os. on appointment will be on probation for two years. If confirmed in the appointment on termination of the probationary period the incumbent if a n.c.o. will be promoted to the rank of jemadar with retrospective effect from date of appointment.

The period of service for promotion will be 10 years army service in the rank of jemadar to qualify for promotion to the rank of risaldar. Promotion to the rank of risaldar-major is left to the discretion of the head of the department.

A-6901-Pt. II (A. G.-9).

122. Honorary King's commissions.—Indian officers of the Indian army who have rendered specially distinguished service, and who are serving on the acting list, may be granted honorary King's commissions as captains and lieutenants. In the case of cavalry and infantry units, the officer recommended will ordinarily be of the rank of risaldar-major or subadar-major, respectively, and if serving in the artillery, sappers and miners, signals or Indian army service corps, be of a rank not lower than that of risaldar or subadar.

A.-46681 (A. G-9).

The establishment of honorary King's commissioned Indian officer on the active list, other than in the Indian Medical Department, will

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not, at any one time, exceed a total of 10 honorary captains and 50 honorary lieutenants. Nominations for the grant of honorary King's commissions, and for promotion to captain of Indian officers holding honorary King's commissions with the rank of lieutenant, will be made by His Excellency the Commander-in-Chief. For the grant of honorary King's commissions to Indian officers of the Indian Medical Department, see 'Regulations for the Medical Services of the Army in India'—paragraph 47 and Appendix II, para. 4-II (clause I).

Recommendations for the grant of honorary King's commissions and for the promotion of Indian officers holding such commissions will be submitted in accordance with I. A. F. Z-2000. Casualties among Indian officers holding an honorary King's commission will be reported in accordance with I. A. F. Z-2000.

Indian officers granted honorary King's commissions will be supernumerary to the establishment of British officers of the unit to which they belong, but, so long as they remain on the active list, no promotion to or in the cadre of Indian officers of the unit will be made in their place.

123. Applications to resign.—Applications from Indian officers to resign will give their reasons for the step and be forwarded to the district commander for transmission to the A. G. for the orders of H. E. the C.-in-C. Applications from Indian officers on probation to resign their appointments, will be submitted for the orders of H. E. the C.-in-C.

124. Seconding.—The rules in para. 154 (ii) are applicable to Indian officers.

125. Commissions and warrants.—Commissions and honorary commissions for Indian officers and warrants for all departmental and non-departmental Indian warrant officers are granted by the G. of I.

Applications for the replacement of such commissions or warrants will be submitted to the Secretary to the G. of I., Army Department, but only in cases where the fact can be satisfactorily established that the loss occurred in circumstances beyond the owner's control.

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CHAPTER VII.—OTHER RANKS, BRITISH AND INDIAN—ENLISTMENT, SERVICE, PRECEDENCE, RANK AND APPOINTMENTS, PROMOTION, TRANSFERS, SECONDING, DISCHARGE, RESERVE, FAMILY PENSIONS.

1. ENLISTMENT AND TERMS OF SERVICE.

British army.

126. Recruiting.—Recruitment in India for the British army, when permitted by the War Office, will be governed by the provisions of "Regulations for Recruiting for the Regular Army and the Militia." Only persons of European parentage are eligible for enlistment. No enlistment will be effected elsewhere than at the headquarters of the unit concerned without the sanction of the district commander.

126-A. Enlistment specially authorised for a "duration of the War" engagement will be carried out on the universal attestation form (A. F. B-271) amended as follows:—

A.-47405 (A.G.-6). Question 17. In second line *after* the word "Services" the words "duration of the War" will be inserted. Clauses (*a*) and (*b*) will be deleted and a gummed slip (numbered A. F. B. 271*b*) as follows substituted.

A. F. B.-271*b*.

"The term 'duration of the war' for which you are enlisting means that you will be required to serve for so long as His Majesty should require your services in connection with the war, and that if you are still serving at the termination of hostilities, you will be discharged with all convenient speed as soon as your services can be dispensed with thereafter."

Indian army.

127. Recruiting.—The A. G. has been vested with the entire executive control over the recruitment of all personnel, combatant and non-combatant, which is included from time to time in the sanctioned establishment of a fighting unit or of any of the administrative services of the army.

Detailed instructions regarding recruiting are contained in "Recruiting Regulations, Indian Army." All combatants have to be attested. The non-combatants who are to be attested are shewn in the I. A. A. rule 8. See Appx. XXXI. Combatants are enrolled on form No. 1, I. A. F. K.-1162 and non-combatants on their appropriate forms.

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128. Terms of service.—The normal periods for which persons shall be enrolled as combatants and non-combatants under the Indian Army Act, 1911 (VIII of 1911), are given in the following table:—

Details.	Minimum colour service.	Period of combined colour and reserve service.	
Combatants.	Years.	Years.	
Cavalry	7	15	
Aden Troop	4	0	
Royal Artillery (except those serving with Heavy Artillery)—			
Gunners	7	15	B.-5564 (A.G-4).
Drivers (Horse)	7	15	
Drivers (M. T.)	6	15	
Royal Artillery (serving with Heavy Artillery).	4	0	
Royal Artillery personnel of Fort Armaments	4	0	
Sapper and Miner Corps	7	15	B.-6243 A. G.-3).
Indian Signal Corps	7	15	
Drivers (M. T.) Indian Signal Corps	6	15	B.-469 (A.G.-3).
Indian Infantry and Pioneers (except Gurkha battalions, Hazara Pioneers, and trans-frontier personnel of Indian Infantry other than Orakzais).	5	15	
	7	15	
Gurkha Battalions	4	0	A.-49897 (A. G.-2).
Hazara Pioneers	4	0	
Escort to the British Envoy (Nepal)	4	0	

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Details.	Minimum colour service.	Period of combined colour and reserve service.
Combatants—contd.	Years.	Years.
Trans-Frontier personnel of Indian Infantry other than Orakzais.	4	0
Indian Combatant personnel of British Infantry battalion machine gun platoons.	6	0
Indian military establishment of the Indian Army Ordnance Corps.	4	0
Sepoy establishment of the Proof and Experimental Establishment, Balasore.	4	0
Animal Transport personnel of the Indian Army Service Corps [except Bullock naiks and drivers and personnel Camel Transport Companies (silladar)].	6	15
Supervising personnel of Camel Transport Companies (silladar), *i.e.*, Quartermaster and Troop Dafadars and Naicks.	4	0
Drivers of the Indian Army Service Corps, Mechanical Transport.	6	15
Indian Army Veterinary Corps . .	6	15
The Works Corps	2	0
Remount Squadron	15	0
Special Combatant Classes.		
Bandsmen, musicians, trumpeters, drummers, buglers, fifers, pipers, and clerks of recruiting offices.	10	0

9366-Q-10.

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Details.	Minimum colour service.	Period of combined colour and reserve service.	
Special Combatants Classes.—contd.	Years.	Years.	
Clerks, artificers, mechanics R. A., (except Bellows Boys, who will be enrolled for 5 years' colour services only) armourers, engine drivers, farriers, carpenters, tailors and bootmakers, except in the case of those enrolled in the Works Corps and of those who are non-combatants.	10	0	A.-46673 (A. G.-4).
Drivers of the Indian Army Service Corps (M. T.) enrolled direct into the reserve.	0	3	8918-Q.-5.
Non-combatants.			
Indian Corps of Clerks (Indian Wing) .	10	0	
Bullock naiks and drivers, Indian Army Service Corps.	6	0	63839-O.-7 A. T.
Silladar camel drivers, Indian Army Service Corps.	7	0	
Artificers, Indian Army Service Corps, Mechanical Transport.	6	15	
Indian Hospital Corps (except Ambulance Section)	3	C	
Indian Hospital Corps, Ambulance Section.	5	20	
All Class I followers, except those of Animal Transport and Supply units.	5	0	
Class I followers of Supply units . .	3	0	
Class I followers of Animal Transport units	10	0	
Artificers of the Indian Army Service Corps Mechanical Transport, enrolled direct into the reserve.	0	9	

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A.-33762 (A. G.-2). Persons originally enrolled for colour service only or for colour and reserve service combined may be transferred, with their own consent, to the reserve, in accordance with the regulations for the time being in force. Persons so transferred must complete in the reserve the unexpired period, if any, for which they were enrolled and should then, for the purposes of further service and discharge, be treated in the same manner as persons enrolled direct into the reserve.

129. Verification rolls.—No person enrolled under the I. A. A. will be attested until his character and antecedents have been verified in accordance with the instructions contained on I. A. F. K.-1152. The necessary steps to obtain the information will be taken immediately after the enrolment of every person eligible for attestation.

130. Attestation.—When a person enrolled as a combatant, or in one of the classes of non-combatants for whom attestation is prescribed is reported fit for duty he will, provided his character and antecedents have been verified and found satisfactory, be attested in the manner provided in the I. A. A. and rules made thereunder. This will generally be carried out by the unit commander, detachment or head of the department with which the person to be attested is serving, but may, when necessary, be carried out by any other officer prescribed on this behalf in the I. A. A. rules or by a magistrate.

131. Recruit boys, Gurkhas.—The sons (orphans having the preference) of Gurkha combatants, and failing these, the sons of non-combatants, who are not less than 10 years of age and are likely to develop into effective soldiers, may be brought on the establishment of recruit boys of Gurkha battalions, *vide* P. & A. Regulations. Not more than one-third of the recruit boy establishment shall consist of those intended for employment as drummers, buglers or musicians. The unit commander may discharge a recruit boy for misconduct, unsuitability or at his own request.

Boys will not be transferred to the ranks or attested until 16 years of age, and then only if sufficiently matured. If they do not attain the required physical standard by the age of 18 years, they will be discharged by the unit commander. Recruit boys shall remain at regimental headquarters where they will be regularly drilled and attend the regimental school.

2. PRECEDENCE, RANK, APPOINTMENTS AND PROMOTION.

(a) British.

132. Order of precedence, British ranks.—The following is the order of precedence of w. os. subject to the Army Act. Those

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bracketed together rank with one another according to the dates of promotion or appointment:—

Warrant officers, Class I.

1. Assistant surgeon, 1st and 2nd class.
   Conductor.
   Master gunner, 1st class.
   Staff serjeant-major, 1st class.
2. Assistant surgeon, 3rd and 4th class.
   Master gunner, 2nd class.
   Sub-conductor.
3. Garrison serjeant-major.
4. Bandmaster, regimental or brigade serjeant-major (ranks in his corps senior to all w. os.), Warrant officer instructor class I education, serjeant-major on the U. L. staff serjeant-major.

Warant officers, Class II.

(*i*) Master gunner, 3 class.

(*ii*) Garrison quartermaster-serjeant, regimental quartermaster-serjeant or any other warrant officer, class II, holding the appointment of quartermaster-serjeant. B.-7186 (A. G.-9).

(*iii*) Squadron, battery or company serjeant-major.

Warrant officer instructor, class II (education).

133. Orderly room serjeants.—On appointment as orderly room serjeant, an n.c.o. will receive the rank of serjeant and will be promoted to staff serjeant after serving for three years in the appointment. He will be promoted to warrant officer, class II, after completing three years in the rank of staff serjeant. This rank is retained by orderly room serjeants on removal from their position otherwise than for misconduct.

When an orderly room serjeant holding rank as staff serjeant or quartermaster-serjeant, or orderly room clerk holding rank as serjeant is reduced from such rank by sentence of court-martial, but retained in his appointment as orderly room serjeant or orderly room clerk, he will in order to regain each step of rank forfeited, serve for three years in an efficient manner.

Service in the appointment of orderly room clerk rendered in the rank of serjeant reckons towards promotion to the rank of staff serjeant on appointment as orderly room serjeant.

134. Soldier clerks in military offices.—British soldiers of good character, classified as second class shots and possessing a second

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class certificate of education may do duty as clerks in military offices in the district in which their unit is stationed. If the unit leaves the district a clerk may only be retained with the approval of the G. O. C.-in-C. the command in which the office is situated. Clerks of the mounted branch will attend riding school once a week unless excused by the brigade commander. They will live in barracks. A clerk will rejoin his unit one month before it leaves India. Regimental promotions in the place of clerks are not admissible.

135. Withdrawal of soldier clerks.—The sanction of the brigade commander is required to the withdrawal of a soldier clerk by the unit commander. A man, who desires to terminate his employment as a clerk, will give one month's notice to the head of the office.

136. R. E. other ranks.—Details regarding the employment and conditions of service of R. E. British ranks in India are contained in R. E. Corps Memoranda (India).

R. E. soldiers in India are normally employed in the following services:—

(*a*) Sappers and Miners.

(*b*) Defence Light Sections.

(*c*) Military Engineer Services.

All R. E. soldiers serving in India are borne on the strength of "H" Company, R. E., which is a unit with headquarters in the A. G.'s branch, A. H. Q., maintained for the purposes of liaison with the War Office and the officer-in-charge of R. E. Records, and for controlling, posting and transfers.

137. Indian Signal Corps.—All British ranks of the Royal Corps of Signals serving with the Indian signal corps are borne on the strength of "L" Coy. Royal Corps of Signals, headquarters of which are at A. H. Q., with a detachment at the Signal Training Centre India, Jubbulpore.

All questions regarding the employment of British ranks (other than Royal Corps of Signals) with the Indian signal corps will be referred to the Commandant, Signal Training Centre India, Jubbulpore.

138. Instructors, Auxiliary Force.—The rules regarding the appointment of serjeant instructors to the auxiliary force, will be found in the Auxiliary Force Regulations, India.

Duties of n. c. os. of the instructional staff are laid down in the above regulations.

B.-4818 (A. G.-9).

139. Promotions in British units.—Subject to paragraph 268, King's Regulations, no officer has authority to make promotions or appointments in excess of the approved establishment of the particular rank or appointment involved.

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The existence of supernumeraries in any substantive rank of appointment precludes the grant of promotion to that rank or appointment and also to any lower rank or appointment if the establishment of ranks and appointments taken together would thereby be exceeded. This rule does not preclude the filling by promotion of a specialist appointment, but prior authority must in such a case be obtained from the officer in charge records. B.-8445 (A. G.-9).

139-A.—When British battalions arrive in India without their proper complement of w. os. and n. c. os. promotion may be made up to the full Indian establishment irrespective of the supernumeraries at the depôt. Such promotion will not be made in the place of men who are left behind temporarily.

140. Promotions, British drafts.—When information has been received that a draft is arriving from England regimental promotions will not be made till it arrives. Any n. c. os. with a draft in excess of the units complement will be borne as supernumeraries until absorbed.

141. Promotions in British units proceeding to England.— A.-26907 (A. G.-9). After the receipt of the army order placing a cavalry regiment or infantry battalion under orders to proceed home or to colonial stations, no promotion to the rank of serjeant shall be made in excess of the sanctioned home or colonial establishment as the case may be.

142. Dates from which promotions can be made.—For the dates from which promotions may be made to fill vacancies in British units *see* P. & A. Regs.

143. Absorption of supernumeraries.—A soldier removed from an appointment to which a specific rank is attached and reverted to the ordinary duty of his rank will remain supernumerary until absorbed into the first vacancy which occurs.

144. Royal Engineer's promotion.—For R. E. corps promotion, all R. E. soldiers continue to be borne on the rosters of the officer-in-charge of R. E. records in England, their position on which governs their R. E. rank should they return to the imperial establishment for any purpose other than discharge to pension.

In addition, however, promotions on the Indian establishment are made as follows :—

(*a*) Sappers and Miners	.	to sapper and miner rank.
(*b*) Defence Light Sections	.	*Nil.*
(*c*) Military Engineer Services		to India Unattached List departmental rank.

The rank to which a R. E. soldier is promoted on the Indian establishment is substantive rank for the purposes of pay, and for pension provided that pension service is completed while on the Indian establishment.

145. Promotion, Indian Signal Corps British Ranks.—The establishment of w. os. and n. c. o.'s will be maintained as follows :— A.-47263 (A.G.-3).

(*a*) (*i*) All appointments to paid lance corporal in units of the Indian signal corps will be made from an "All India"

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(or "L" Company, Royal Corps of signals) roster of unpaid lance corporals.

(*ii*) The number of unpaid lance corporals that Indian signal units may appoint is limited to the following scale :—

Corps Signals	14
Divisional Signals (H. E.)	10
Divisional Signals (L. E.)	8
Peshawar District Signals	9
Kohat District Signals	6
Waziristan District Signals	9
Cavalry Brigade Signal Troop (H. E.)	2
Cavalry Brigade Signal Troops (L. E.)	1
Signal Training Centre (India)	14
Army Signal School	1
Experimental Wireless Section	4

A-47263
(A. G.-3)

(*iii*) Seniority on the "All India" roster of unpaid lance corporals will be by date of appointment : length of service will determine seniority in the case of two or more individuals with the same date of appointment.

(*iv*) This roster will be maintained and paid appointments authorised under the orders of the commandant, signal training centre (India). The provisions of Royal Corps of Signals Memorandum No. 26 of 1924 will, however, be given due consideration in regulating the filling of vacancies for paid lance corporals.

(*v*) Soldiers will not necessarily be reposted from one signal unit to another on appointment to paid lance corporal. Variations in units' strengths are permissible provided that the total authorised establishment of the Indian signal corps as a whole is not exceeded. The commandant, signal training centre, India, will use his discretion in this connection having due regard to local conditions.

(*vi*) The officer commanding a signal unit may not create an unpaid lance corporal in excess of the numbers laid down in para. (*a*) (*ii*) above, unless the total number of paid and unpaid lance corporals combined in that unit falls below the total number of paid and unpaid lance corporals authorised for that unit.

(*b*) All promotions and appointments to the rank of corporal and upwards (with the exception of personnel of "T" company, Indian signal corps) will be controlled by the Officer in Charge, Royal Corps of Signals Records, Chatham.

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(c) All promotions and appointments in respect of personnel of "T" company, Indian signal corps, will be controlled by the commandant, signal training centre, India."

145-A. Table showing the corresponding ranks and appointments of the Army and Royal Air Force other ranks: — A. 40396 (A. G.-9.)

Army,		Royal Air Force.	
Rank.	Appointment.	Rank.	Appointment.
Warrant Officers.			
(a) Warrant Officer, Class I.	As in para. 255, K. Rs.	(a) Warrant Officer, Class I.	Serjeant-Major, 1st Class.
(b) Warrant Officer, Class II.	Do.	(b) Warrant Officer, Class II.	Serjeant-Major, 2nd Class.
Non-commissioned officers and men.			
		N. C. O's.	
(i) Company Q.M.S., etc., Colour Serjeant, Staff Serjeant.	As in para. 255, K. Rs.	(i) Flight Serjeant.	
(ii) Serjeant, etc.	Do.	(ii) Serjeant.	
(iii) Corporal Bombardier.	Do.	(iii) Corporal.	
		Aircraftmen (men in the ranks).	
(iv) Trooper, Gunner, Private, etc.	Do.	(iv) Leading Aircraftman, Aircraftman.	

(b) Indian.

146. Rank, appointments and order of precedence.—The rank, appointment and order of precedence held by persons subject to the I. A. A. are set forth below. The grant, under authority, of any appointment therein detailed confers on the holder the rank specified, except in the case of those appointments marked with an asterisk, which appointments carry acting rank only. Those bracketed together rank with one another according to the date of promotion or appointment.

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(i) Rank as warrant officers.

Veterinary assistant, 1st class.
Veterinary assistant, 2nd class.
Veterinary assistant, 3rd class.
Sub-assistant surgeon, under 5 years' service.

(ii) Rank as dafadars or havildars.

(1)
- Regimental dafadar-major.
- Regimental quartermaster-dafadar.
- Corps havildar-major (S. and M.).
- Troop havildar-major (S. and M.).
- Battalion havildar-major.
- Battalion quartermaster-havildar.
- Depôt havildar-major (Signal Training Centre India.)
- Depot quartermaster-havildar (Signal Training Centre India.)

(2)
- Squadron dafadar-major.
- Squadron quartermaster-dafadar.
- Battery havildar-major.
- Battery quartermaster-havildar.
- Quartermaster dafadar. I.A. S. C.
- Company havildar-major.
- Company quartermaster-havildar.

(3)
- Dafadar.
- Armourer-dafadar.
- Drill-dafadar.
- Pay-dafadar.
- Signalling-dafadar.
- Transport-dafadar.
- Farrier-dafadar.
- Trumpet-major.*
- Dafadar-clerk.

(ii) Rank as dafadars or havildars—*contd.*

(3)—*contd.*
- Farrier.
- Dafadar shoeing smith.
- Artificer-havildar.
- Fitter (artillery).
- Gunner havildar.
- Driver-havildar.
- Sirdar (ordnance).
- Farrier-havildar (if of the rank of havildar).
- Havildar.
- Armourer-havildar.
- Band-havildar
- Drill-havildar.
- Drum-major.*
- Bugle-major.*
- Fife-major.*
- Havildar-clerk.
- Pay-havildar.
- Provost-havildar.
- Signalling-havildar.
- Transport-havildar.

(iii) Rank as naik.

(4) Lance-havildar.

(iv) Rank as lance-dafadar or naik.

(5)
- Lance-dafadar.
- Pay lance-dafadar.
- Clerk lance-dafadar.
- Signalling lance-dafadar.
- Provost lance-dafadar.
- Drill lance-dafadar.
- Artificer-naik.
- Gunner-naik.
- Driver-naik.
- Farrier (if of the rank of naik).
- Quartermaster naik field troops (S. and M.).
- Naik.

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(iv) Rank as lance-dafadar or naik—*contd.*

(5)—*contd.*
- Pay-naik.
- Clerk-naik.
- Signalling-naik.
- Band-naik.
- Drill-naik.
- Tindal (ordnance).
- Storekeeper (if of the rank of naik).
- Naik-dressers.

(v) Rank† as sowars, gunners and drivers, sappers, sepoys and riflemen.

(6)
- Acting lance-havildar.*
- Acting pay-dafadar.*
- Acting pay-havildar.*
- Lance-naik.*

(v) Rank as sowars, gunners and drivers, sappers, sepoys and riflemen—*contd.*

(7)
- Sowar.
- Gunner.
- Driver.
- Sapper.
- Sepoy or rifleman.
- Assistant armourer.
- Trumpeter.
- Bugler or fifer.
- Drummer.
- Musician.
- Signaller.
- Carpenter.
- Boot-maker.
- Tailor.
- Clerk.
- Farrier-shoeing-smith.
- Rough rider.
- Artificer.
- Storekeeper.
- Saddler.
- Saddletree-maker.
- Orderlies, Indian Hospital Corps.

† Officers commanding Indian cavalry, infantry and pioneer units may, in special cases, promote any non-commissioned officer or man whom they consider in the interests of efficiency, fit to hold higher rank, provided that the authorized establishment of various ranks as well as the appointments in the sanctioned establishment for which extra duty pay or grade pay is admissible, are not exceeded.

147. Soldier clerks.—The clerical establishments authorized for units of the Indian army are included in the peace establishment of the unit to which they belong. The conditions of service are as follows:—

(*a*) A clerk will be enrolled and attested as combatant for a period of not less than 10 years' colour service. He will serve on probation for two years, at any time during which period he may if considered unlikley to be suitable for a clerical career, be given the option of discharge or of transferring to combatant duty, provided that he is medically fit and that he belongs to a class from which combatants are recruited.

(*b*) Retirement will be compulsory on completion of 28 years' service.

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A.-30933 (A. G.-11). (c) Grade pay may be forfeited entirely or in part for a period not exceeding six months for inefficiency. But the forfeiture shall not extend beyond a period of one month unless the clerk is inefficient for longer than that period, in which case the forfeiture may extend to such period not exceeding six months during which the clerk remain inefficient. The forfeiture and subsequent restoration will be ordered by the commanding officer. Grade pay thus forfeited may be granted by the commanding officer to the person who performs the duties of the inefficient clerk.

When a clerk whose grade pay has been forfeited, entirely, or in part is still inefficient at the expiry of six months, application will be made to the brigade commander for his reduction in rank. On the reduction being ordered, the commanding officer will promote a more efficient clerk to the vacancy.

B.-5043 (A. G.-10). Grade pay may at the discretion of the commanding officer either be continued during authorized absence or sickness not brought on by themselves, or be granted to the person performing the duties of the absentee.

(d) Pensions, gratuities, etc., will be admissible according to the rank for which pay is drawn and subject at all times to the regulations in force.

(e) At least 50 per cent. of the clerical establishment of the unit shall be fit for service in the field and the remainder shall be fit for depot duty in India.

21617 (D. M. S.-2). Personnel of the clerical and storekeepers sections of the Indian hospital corps will be governed by sub-paragraph (c) only.

148. Promotions, general.—Every promotion to non-commissioned rank (which in the case of Indian cavalry regiments includes lance-dafadar) and the grant or deprivation of acting rank, will be made by the unit commander and published in regimental or battalion orders. In units composed of class companies vacancies will, as a rule, be filled by men of the same class.

149. Lance rank.—The authorised number of paid lance-dafadars, lance-havildars and lance-naiks is laid down in peace establishments. A unit commander is also permitted to appoint unpaid lance-dafadars, lance-havildars, and lance-naiks at his discretion provided such appointments are considered to be essential to the efficiency of the unit.

A-26679 (A. G.-9). **149-A.**—No officer has authority to make promotions to substantive rank, or appointments to paid acting rank, where the total, either singly or combined, causes the numbers of ranks to be in excess of authorized establishments. Any promotions or appointments so made will be cancelled.

150. Reduction of an inefficient n. c. o.—When a person subject to the I. A. A. who was promoted to non-commissioned rank by reason of his selection for an appointment carrying that rank (see para. 146) is

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removed from his appointment and is not in every respect fully qualified to perform the ordinary duties of his rank, application will be made to the proper authority for his reduction under the provisions of I. A. A. [section 19 (1)].

151. Pay, n. c. os.—The appointment of pay-dafadar or pay-havildar will be held by a n. c. o. who will keep in the vernacular the company order book and accounts and prepare the pay documents. Should it be necessary in exceptional circumstances to employ a private soldier (including an acting n. c. o.), he will be appointed acting pay-dafadar, or acting pay-havildar, as the case may be.

152. Promotion of Indian combatants of British battalions.—All promotions up to and including the rank of havildar will be made by the unit commander.

153. Promotion, Indian Signal Corps.—(*a*) All appointments to lance-naik will be made by the unit commander.

(*b*) All promotions to naik and upwards will be made by the commandant, signal training centre (India), from general rosters of all signal units. For this purpose separate rosters will be maintained for each class enlisted in the Indian signal corps in India, and signalmen and signalmen drivers will be promoted on separate rosters within each class.

All promotions made by the commandant, signal training centre (India), will be made by selection based on the annual confidential reports of signal units commanders which will be submitted to the commandant, signal training centre (India), direct.

3. SECONDING AND EXTRA-REGIMENTAL EMPLOYMENT OF BRITISH AND INDIAN OTHER RANKS.

154. The following are the rules governing the seconding and extra-regimental employment of British and Indian other ranks :—

(i) All individuals other than British officers, taken from British or Indian corps remaining in India, or from Indian departments and establishments, for service under the imperial or any other government, whether in or out of India for duties not normally performed by an individual on the strength of the unit, corps or department in which the individual is employed will, after 3 months' absence from his unit, etc., be seconded, in that unit, etc., at the discretion of the Government of India, with effect from the date of taking up his extraneous duties. Individuals on return from such seconded service will be borne supernumerary in their ranks, etc., until absorbed; charges until absorbed being borne by the government or department to which they are seconded. A-43609 (A. G.-13).

Secondment will be resorted to only in cases where the individual concerned is taken to fill an *authorised* appointment.

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(*ii*) (*a*) British warrant officers and non-commissioned officers permanently employed extra-regimentally in authorised appointments within the sanctioned establishment of administrative, training or departmental services and not transferred to the India Unattached List, will be seconded on completion of 3 months' absence from duty and borne supernumerary on the rolls of their unit or corps. Those whose services are permanently required will be confirmed in their appointments on a permanent vacancy occurring in department, etc., in which they are employed. All others, when no longer required, will be returned to their combatant units and absorbed in the first vacancy therein.

(*b*) Extra-regimentally employed personnel of British cavalry and infantry whose units are under orders to leave India and who are not being transferred to the India Unattached List or the Indian Corps of Clerks, will rejoin their units by the 1st October.

(*c*) In the case of warrant or non-commissioned officers extra-regimentally employed in departments which have a leave reserve or in which a permanent vacancy exists, paid acting promotions in their place will be admissible in their units for 3 months with effect from the date of their joining the department; on the expiration of this period such promotions will be made substantive from the original date, if the warrant or non-commissioned officer is then absorbed in the department.

(*iii*) Indian other ranks posted to administrative or departmental units (*e.g.*, I. A. S. C., remount, medical) will at the end of three months (6 months in the case of the Farms and Remount Department) either be permanently transferred to the corps or department or returned to their combatant units.

In the case of Indian other ranks, seconding will only be resorted to where the incumbent of a recognised appointment has a claim to be returned to his combatant unit on the expiration of his tenure of extra-regimental employment, *e.g.*, appointments as aides-de-camp or on the instructional staff of schools for training.

NOTE 1.—The term "extra-regimental employment" as used above refers to employment within the sanctioned cadre of a recognised department of the army or in some authorised appointment paid from army funds but does not apply to detached, regimental or garrison duty.

NOTE 2.—All personnel not belonging to the Indian Corps of Clerks employed, at the undermentioned schools of instruction are seconded and are therefore supernumerary to the establishment of their units:—

Senior Officers' School.
School of Artillery (except the Indian officer instructors employed for 6 weeks annually).
Equitation School.
Small Arms School, including the Pachmarhi and Ahmednagar Wings.
Army School of Physical Training.
Kitchener College.

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Royal Tank Corps School.
Army Signal School.
Army School of Education (except Indian buglers and store. men).
King George's Royal Indian Military Schools.

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154-A. An Indian officer, when undergoing training in the cantonments department will be seconded in his unit from the date he is placed under training. He will continue to be so seconded if he is appointed to an officiating vacancy in the cantonments department on conclusion of the period of training.

In all other cases, seconding will only be resorted to after the officer has served for two years counting from the date of his first appointment to the department.

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4. TRANSFERS.

(a) British army.

155. Transfers to another corps.—The transfer of a British soldier to another corps will usually have effect from the first of the month.

156. Transfers to the Home establishment.—Recommendations for the transfer of British soldiers to the home establishment on extreme compassionate grounds will be referred to Army Headquarters for sanction.

(b) Indian army.

157. Transfers to another corps.—The rules and procedure governing the transfer of Indian soldiers from one corps to another are contained on I. A. F. Z.-2058. For this purpose the following will be considered as unit commander:—

Arm.	For transfer to other corps.	For transfer to the reserve.
Cavalry . . .	The unit commander .	The unit commander.
R. H. A., R. F. A., and R. G. A. (Medium).	,, .	O. C., R. A. Training Centre.
Indian Coast Artillery	,, .	The unit commander.
Frontier Garrison Artillery.	,, .	Ditto.
Pack Artillery . .	,, .	O. C. Pack Artillery Training Centre.
Infantry and pioneers	,, .	The unit commander.
S. and M. . . .	Commandant, S. and M. Corps.	Commandant, S. and M. Corps.
Signals . . .	Commandant, Signal Training Centre India.	Commandant, Signal Training Centre India.
I. A. S. C. . .	The unit commander .	A. D. S. & T
I. A. Educational Corps	Commandant, I.A.E.C.	School of Education.
Departments .	The local head of department.	The local head of department. A.-28985 (A. G.-6).
Indian Hospital Corps.	The unit commander .	...

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5. RESERVE, INDIAN ARMY.

158. Organisation.—The following are the terms of service for the reserve of the Indian Army, excluding the I. A. V. C. :—

Combatants.

(i) The reserve will consist of private soldiers or their equivalent, non-commissioned officers will only be admitted as privates. The reserve comprises the following classes :—

A.-33762 (A. G.-2). (a) *Reserve of Indian cavalry, royal artillery (excluding the Indian heavy batteries), sappers and miners, Indian signal corps, Indian infantry (excluding Gurkha battalions and pioneers (excluding the Hazara pioneers).*

Class " A ".—Men who have completed the prescribed period of army service and a period of combined army and reserve service not exceeding the minimum prescribed period of army service by more than 3 years, except drivers M. T. of Sappers and Miners and the Indian Signal Corps whose period of combined army and reserve service may exceed the minimum period of army service by 8 and 9 years respectively.

B.-6243 (A. G.-3).

Class " B ".—All reservists other than those serving in Class " A ".

A.-43306 (A. G.-6). NOTE.—There are no age limits for men in Class " A " and " B " of the reserve provided the conditions laid down in paragraphs 162-A and 175 are fulfilled.

(b) *Reserve of Gurkha battalions.*—Men with more than 2 years' army service and less than 15 years' combined army and reserve service below the age of 35 years.

A.-48358 (A. G.-2). *Note.*—A Gurkha reservist may be retained in the reserve beyond the age of 35 years only if he attains that age between two consecutive periods of training. In such a case he will be discharged from the date of assembly of reservists immediately following the date on which he attains that age.

(c) *Reserve of Hazara pioneers and trans-frontier personnel of Indian infantry other than Orakzai.*

Class I.—Men with more than 2 years' army service who have not more than 5 years' reserve service in this class and who are below the age of 30 years.

Class II.—Men with more than 2 years' army service who are below the age of 35 years.

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(*d*) *Reserve of the I. A. S. C.*

Animal transport personnel (*mule and camel drivers*).—Men with 6 years' army service and less than 15 years' combined army and reserve service. Men (camel transport only) enrolled direct for 15 years or until attaining the age of 35 years whichever first occurs.

Mechanical transport drivers and artificers.—Men with 6 years' army service and less than 15 years' combined army and reserve service, and men enrolled direct into the reserve for 3 years' service extensible by two years at a time subject to a maximum of 9 years. 8918 (Q.-5).

Non-combatants.

(*e*) *Reserve of the I. A. S. C.*

Mechanical transport artificers.—Men with 6 years' army service and less than 15 years' combined army and reserve service.

(*f*) *Reserve of the Indian hospital corps* (*ambulance section*).—Men with 5 years' army service and 20 years' combined army and reserve service.

(*ii*) As a general rule reserve service and combined army and reserve service shall not exceed 10 and 15 years, respectively. An extended period in Class II and in the Gurkha reserve [sub-paragraphs (*i*) (*b*) and (*c*) above], may, however, be permitted in order to enable a man to qualify for a gratuity on discharge, provided that he is thoroughly fit physically and considered otherwise efficient and is below the age of 35 years.

(*iii*) Transfers between Class "A" and Class "B" of the reserve and between Class I and II are permitted within authorised establishments.

(*iv*) The following table shows the minimum period of army service for each class of soldier (excluding Gurkha battalions, Hazara pioneers, I. A. S. C., and I. H. C.), and the

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maximum period of army and reserve service for each class of the reserve:—

(a)

Arm.	Minimum period of Army service years.	Maximum period of combined army and reserve service for each class of the reserve.		Remarks.
		Class A.	Class B.	
Indian Cavalry	7	10	15	
Gunners, R. A.	6	9	15	
Drivers, R. A.	5	8	15	
Drivers, motor	6	15*	..	* Class "A" reservists only.
B.-6243 (A.G.-3). Sappers and Miners ..	7	10	15	
Sappers and miners (drivers M.T.)	7	15	..	
Indian Signal Corps	7	10	15	
B.-6243 (A.G.-3) Indian signal corps (drivers M.T.)	6	15	..	
Indian infantry and pioneers, (except Gurkha battalions, Hazara pioneers, and trans-frontier personnel of Indian infantry other than Orakzais.	7	10	15	

(b) Gurkha battalions, trans-frontier personnel of Indian infantry other than Orakzais, Hazara pioneers, I.A.S.C. and I.H.C. The minimum period of army service and the maximum period of combined army and reserve service for these arms and services are shewn in paragraphs (i)—(b), (c), (d), (e) and (f) above.

A.-37523 (A.G.-6). B.-5057 (A.G.-6). (v) A soldier may be transferred to the reserve on compassionate grounds on the authority of the commanding officer before completion of the minimum period of colour service for which enrolled provided that on the date of the transfer, the soldier shall have served not less than 3 years with the colours.

159. Establishments.—The reserve establishments will be as prescribed from time to time in Army Instructions (India).

160. (a) Conditions of transfer.—Transfer may be made either to Class A or Class B in the one case or to Class I or Class II in the other or to the Gurkha, I. A. S. C., or I. H. C. reserve, provided that vacancies

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exist in the reserve establishment and that the men are of good character, physically fit for service and eligible for service in the reserve. Transfer to Class I and Class II and to the Gurkha, I. A. S. C., or I. H. C. reserve is voluntary or compulsory according to the terms of enrolment of the men concerned. Transfer to Class A and Class B, within authorized establishments is compulsory, except in the case of a person who has the right to extend his period of army service and exercises that right so as to cover at once or by portions the whole period of his enrolment.

(b) **Drivers M. T. Sappers and Miners, Indian Signal Corps and I. A. S. C.**—Men accepted for transfer should be in receipt of at least second rate of corps pay (sappers and miners 4th rate of engineer pay) on completion of their army service. B.-6243 (A. G.-3).

(c) All transfers except I. H. C. will be carried out on India Army Form K.-1162 on which the men were originally enrolled and attested.

Transfers for the I. H. C. will be carried out on I.A.F. (Medical) 25.

160-A. Transfer from Class "A" to Class "B" and *vice versa*.—Reservists of Class "A" who, during their training show that they are below the standard of efficiency required of them may, at the discretion of the O. C., Reservists, be relegated to Class "B" whilst their place in Class "A" may be taken by efficient reservists of Class "B", provided that they are eligible by the extent of their combined army and reserve service to serve in Class "A".

160-B. Date of transfer of men between the Colours and the Indian Army Reserve.—Transfer of men of combatant arms between the Colours and classes of the Indian army reserve will be effected on the first day of a month. A.-47333 (A. G.-2).

161. Direct enrolment into reserve.—(a) Soldiers of good character who have been discharged with not less than 2 years' army service in the case of Gurkhas, Hazara pioneers and Indian hospital corps, and 3 years' army service in the case of cavalry, royal artillery (field, light medium and mountain) sappers and miners, Indian signal corps, Indian infantry and pioneers, may be enrolled direct into Class I or Class II and Class "B" respectively of the Indian army reserve. All such direct enrolments, except Indian hospital corps, will be carried out on I. A. F. K.-1162. Candidates for enrolment must present themselves at headquarters of the officer commanding reservists or to the nearest recruiting officer.

Direct enrolment into the Indian hospital corps will be carried out on I. A. F. (Medical) 25.

Enrolment will be in the rank of sepoy or equivalent rank only. B.-6243 (A G.-3).

(b) *Indian Signal Corps* Civilians may be enrolled into Class "A" of the reserve as drivers M. T. up to the age of 41.

The period of service in the reserve will be for 3 years in the first instance extensible by 2 years at a time subject to a maximum of 9 years.

They will be required to qualify for at least 2nd rate of M. T. pay under orders to be issued by the commandant, signal training centre, India, Jubbulpore.

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2233 (Q.M.G.-5). (c) *I. A. S. C.*—Direct enrolment of *ex*-soldiers and civilians in the reserve is permissible for men up to the age of 41 for drivers and artificers of I. A. S. C. (M.T.).

4830 (Q.M.G.-5). (i) *Drivers, M. T.*—Will be required to be qualified for at least second rate of M. T. pay.

(ii) *Artificers.*—Will be required to pass a test carried out by the heavy and medium repair shop (M. T.).

NOTE.—In the case of artificers, either transferred to, or enrolled in, the reserve the class will be decided by the O. C., unit transferring the men or by the O. C., heavy or medium repair shop testing the ex-soldiers and civilians.

(d) Direct enrolment of discharged soldiers in Class A or Class B of the reserve is not permitted, that is to say, Class A and Class B of the reserve can only be filled by transfers of men in army service except as provided for in paragraph 161 (a).

A.-42774 (A. G.-2).

162. Gurkha Reservists.—Discharged Gurkha soldiers residing in Nepal who are desirous of joining the reserve will present themselves before the British Envoy at the Court of Nepal or the Recruiting Officer for Gurkhas. In the former case, if the applicants are considered suitable and are deemed physically fit by the residency surgeon, they will be sent to the Recruiting Officer for Gurkhas for final medical examination and enrolment direct into the Gurkha reserve. They will then be sent to the unit in which enrolled for training. For the purpose of pay and of reckoning service, the date of enrolment will be deemed to be the date of being passed by the medical officer at the Gurkha recruiting centre.

A.-46220 (A. G.-2).

162-A. Physical qualifications of reservists.—The medical examination of men transferred to or directly enrolled in the reserve will be similar to that of recruits. Only men who are thoroughly fit, physically and otherwise, are permitted to join the reserve, and the necessity for keeping themselves fit at all times must be impressed on reservists (see also paragraph 175 below).

162-B. Responsibility for effecting transfers to the reserve.—Officers commanding units are responsible for effecting transfer to the reserve in communication with officers commanding reservists, or, in the case of I. A. S. C., M. T., the officer in charge of records. As soon as a man has been transferred to the reserve he comes under the administrative and disciplinary orders of the officer commanding reservists. The officer commanding reservists is at all times responsible for the establishment of reservists under his command. If, by the terms of their engagement, the reservists can be compulsorily transferred to the reserve, he will ensure that the authorised establishment of reservists is maintained at full strength. On the other hand, if transfer to the reserve is voluntary, the officer commanding reservists will ensure that the authorised establishment is not exceeded.

58440 (Q. M. G.-5).

163. Officers Commanding reservists and reserve centres.—The officer commanding reservists is the officer in command of a reserve centre (*vide* rule 2 of the Indian Reserve Forces Rules reproduced

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n Appendix XXVIII). The following are the officers commanding reservists of the branches of the reserve and the reserve centres of which they are in command:—

Branch of Reserve.	Reserve Centre.	Officer Commanding Reservists.
Cavalry	Headquarters of the regiment of the group to which the reservists belong, located at the group centre.	Officer Commanding the regiment at the group centre.
Horse, field and garrison (medium) artillery.	Royal Artillery Training Centre, Muttra.	Officer Commanding, Royal Artillery Training Centre, Muttra.
Pack Artillery	Pack Artillery Training Centre, Lucknow.	Officer Commanding, Pack Artillery Training Centre, Lucknow.
Sappers and Miners ..	Headquarters of Corps of Sappers and Miners to which the reservists belong.	Commandant, Corps of Sappers and Miners.
Indian Signal Corps ..	Signal Training Centre, India, Jubbulpore.	Officer-in-Charge Records, Signal Training Centre, India, Jubbulpore.
Indian Infantry (except Gurkha battalions).	Headquarters of training battalion of the regiment to which the reservists belong.	Commandant, training battalion. A. 49897 (A. G.-2).
Gurkha groups ..	Recruiting Centre for Gurkhas, Gorakhpur.	Recruiting officer for Gurkhas, Gorakhpur.
Indian Pioneers (except Hazara Pioneer).	H. Q. of Corps of Pioneers to which the reservists belong.	O. C. Corps H. Q. of Corps to which the reservists belong.
Hazara Pioneers ..	Battalion H. Q. or Depot.	O. C. Battalion or Depot.
Army Veterinary Corps ..	Army Veterinary Corps Depot, Ambala.	Officer Commanding, Army Veterinary Corps Depot, Ambala.
Indian Army Service Corps Animal Transport.	Headquarters of transport depot to which the reservists belong.	Officer Commanding, Transport Depot.
Indian Army Service Corps Mechanical Transport.	Headquarters of Mechanical Transport units to which the reservists belong.	Officer Commanding, Mechanical Transport unit.
Indian Hospital Corps (Ambulance Section).	Headquarters of company to which reservists belong	Officer Commanding, Company.

164. Conditions of service.—Rules framed by the Governor-General in Council under section 4 of the Indian Reserve Forces Act

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(IV of 1888) are contained in Appendix XXVIII. Failure on the part of a reservist to comply with these rules, or any order issued in pursuance of them, is punishable under section 6 of the Indian Reserve Forces Act.

165. Reservists Certificates.—Every man on enrolment or transfer to the reserve establishment shall receive a reservists' certificate (India Army Form Y.-1953). In each certificate (except Gurkhas, I. A. S. C. and I. H. C.) the class in which a man enrols or to which he is transferred will be entered in the penultimate column "date of transfer to the reserve", *e.g.*, "Class I, 1st April 1920" or "Class A. 1st January 1924". A similar entry will be made when a man is transferred from one class of the reserve to another.

A.-47333 (A. G.-2).

166. Casualties.—Reservists leaving India without permission are liable to trial by court martial, even if they return to India in time for their training. If granted leave to reside beyond the limits of India or Ceylon they will be treated as supernumeraries. Reabsorption into the reserve will be subject to their being medically fit. The period during which they may remain supernumerary is limited to 2 years. Gurkhas, Hazaras or trans-frontier Pathan reservists will, unless, granted leave as above, reside within the limits of their state on tribal territories, or in India or Ceylon. Class A reservists and reservists of the I. A. S. C. (M. T.) will in no circumstances be permitted to reside beyond the limits of India or Ceylon. Reservists should be instructed to report without delay any change of their address. Gurkha reservists of the I. H. C. whose home is in British India, on enrolment, signs an agreement stating that he will not proceed to Nepal while serving in the reserve. Should he proceed to Nepal while so serving he shall forfeit all arrears of pay, any claim to pension or gratuity and will be discharged from the service. Trans-frontier Pathans are not eligible for service in the reserve of Indian infantry and pioneers.

167. Calling up of the reserve for service.—Reservists will be called up for service by a notice issued by order of the Commander-in-Chief in India, or by the officer commanding reservists, on orders from Army Headquarters; in either case, orders to join on I. A. F. Y.-1954-A. will be despatched immediately to the men by officers commanding reservists.

Reservists, except those of artillery, will, when called up for service normally proceed to report at the reserve centre at which they carry out their periodical training in peace. India Army Form Y.-1954-A. will contain orders as to the locality to which reservists are to proceed and the officer to whom they are to report.

On receipt of I. A. F. Y.-1954-A. all reservists will act in accordance with the orders contained therein.

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To meet the eventuality of the non-receipt of orders, officers commanding reservists will ensure that reservists are at all times aware of the locality to which they are to proceed and the officer to whom they are to report on being called up for service. A convenient time for imparting this information is the termination of the periodical reservists' training.

The rail passage order for a reservist is attached to his summons to attend for training or service. The officer commanding reservist is responsible in peace for keeping up-to-date all arrangements for recalling reservists to the colours.

I. A. F. Y.-1954-A. will be completed as far as possible for each reservist. This notice will be kept inside a special envelope (I. A. F. Y.-1956), ready addressed, and when a man's services are required will be handed to a post office official for despatch by registered post, a receipt being obtained on I. A. F. Y.-1955.

168. Calling up of Gurkha reservists for training or service.—Gurkha reservists on being called up for training or service will join at the recruiting centre, Gorakhpur. Notices addressed to the men will be supplied by the recruiting officer for Gurkhas to the British Envoy at the Court of Nepal during peace; the notices will be arranged by tehsils and will be accompanied by lists in Hindi showing the distribution by tehsils. They will be amended and brought up to date every six months. On receipt of instructions from Army Headquarters for calling up the Gurkha reservists for service the recruiting officer for Gurkhas will communicate by telegram with the British Envoy at the Court of Nepal, who will communicate with the Nepal government with a view to the immediate delivery of the notices.

169. Calling up of trans-frontier reservists for training or service.—Trans-frontier reservists will be warned, on the completion of each training, of the date of their next training. Those resident beyond the Kohat border will be directed to apply to the brigade-major, Kohat, for the summons to attend for training and also, if the reserves are called up for service, for the summons to attend for service.

The summons for a trans-frontier reservist to attend for training or service will be sent to the following officials:—

(*a*) for a man of the Khaibar tribes to the political officer, Khaibar), for delivery to the reservist;

(*b*) for a man resident beyond the Kohat border, to the brigade-major, Kohat, for delivery to the reservist on application by him.

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170. Period and place of training.—Training of reservists (except those employed in the Telegraph Department, who will be trained when considered desirable) will be carried out as follows:—

	Arm.	Maximum period of training. Class "A".	Maximum period of training. Class "B" (Incl. I & II).	Location.	Remarks.
B.-5408 (A. G.-2.)	*Indian cavalry ..	1 month annually.	1 month biennially.	With the regiment located at the group centre.	See foot note below.
	Horse, field and medium artillery. Gunners and drivers (excluding drivers, motor).	1 month annually.	1 month biennially.	At selected artillery stations in or near the recruiting area from which the reservists are principally drawn.	
	Drivers, motor† ..	1 month annually.	*Nil.*	Do. ..	† Class "A" only.
28692-M. T-1.	Gunners, pack ..	1 month annually.	1 month biennially.‡	At selected artillery station in or near the recruiting area from which the reservists are principally drawn.	
	Drivers, pack ..	1 month annually.	1 month biennially.	Do.	
	Sappers and miners	2 months annually.	2 months biennially.	With corps to which they belong.	
B.-6243 (A. G.-3).	Sappers and miners (Drivers M. T.).	1 month annually.	..	With corps to which they belong.	
	Indian signal corps	2 months annually.	2 months biennially.	Signal training centre, India, Jubbulpore.	
	Indian signal corps (Drivers M. T.).	1 month annally.	..	Under orders to be issued by the Comdt. S. T. C., India, Jubbulpore.	See note on the opposite page.
	*Infantry (excluding Gurkhas).	1 month annually.	1 month biennially.	With the T. B. of the regiment to which they belong.	
	‡Gurkhas ..	*Nil* ..	2 months biennially.	At selected Gurkha stations.	
	*Pioneers (excluding Hazara pioneers).	1 month annually.	1 month biennially.	With H. Q. of corps to which the reservists belong.	
	‡Hazara pioneers .	*Nil* ..	2 months biennially.	With the battalion or depot.	See foot note below.
	I. A. S. C.— Drivers (M. T.)§..	*Nil* ..	1 month annually.	To be notified by O. C., Reservists.	§One Class only.

* A month will consist of 31 days which will include days of arrival and departure. Pay will, however, be admissible for one calendar month.

‡ 2 months will consist of 60 days which will include days of arrival and departure. Pay will be admissible for two calendar months.

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Arm.	Maximum period of training.		Location.	Remarks.
	Class "A."	Class "B" (Incl. I & II).		
I. A. S. C.—contd.				
Artificers (M. T.)*	*Nil* ..	1 month annually.	Heavy or medium repair shop to which attached for training.	*One class only.
Drivers (A. T.)*	*Nil* ..	1 month biennially.	To be notified by O. C. reservists.	
I. A. V. C.—contd.				
Privates* .	*Nil* .	1 month annually.	To be notified by O. C. reservists.	

8914 (Q.M.G.-16).

NOTE 1.—*Driver reservists (M. T.) Indian Signal Corps and I. A. S. C.*—The one month's training may be waived provided the reservit:— B.-6243 (A. G.-3).

(*a*) is in possession of a civil driving license;

(*b*) is certified by his employer as competent;

(*c*) is willing to undergo one day's training every 3 months.

This training will in the case of the Indian Signal Corps be carried out at the nearest signal unit, except that in cases where an Indian Army unit having an establishment of M. T.—preferably an Indian Army Service Corps (M. T.) unit—is nearer to the man's home than the nearest signal unit, the training will be carried out with the former unit.

(*d*) passes satisfactorily the trade test prescribed for a driver, class I, as carried out by the O. C. reservists.

NOTE 2.—*Artificer reservists (M. T.).*—Those employed in civil firms will not be called up for training, but will have to produce a certificate every quarter, from their employer that they are still employed and are efficient in every respect in their particular trade.

NOTE 3.—Reservists employed with the Telegraph Department will be trained when considered desirable.

NOTE 4.—Class B reservists of Indian cavalry and infantry employed with the provincial police will not undergo military training if certified by the head of the department as having been trained in drill and having fired a musketry course each year. A.-47305 (A.G.-2).

170-A. Dates of season of training.—The commencement of training will be fixed by the officer commanding reservists with special reference to the convenience, agricultural necessities or other civil occupation of the particular men to be trained.

Men who have been transferred from army service within six months of the date the training commences will not be trained.

Discharged men enrolled for service in the reserve will attend the next regular training in addition to preliminary training under paragraph 171.

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171. Training of men enrolled direct into the reserve.—The following reservists (excluding I. A. S. C. and I. H. C.) will be trained on re-enrolment for a period of not more than three months and will be re-attested during the first training:—

(*a*) Men discharged from the active list, if more than two year have elapsed since their discharge.

(*b*) Men discharged from the reserve, if more than two years have elapsed since their last training.

(*c*) Men re-enrolled as reservists for the corps of sappers and miners who have previously served in other branches of the service independently of the lapse of time since their discharge.

The training of a reservist on re-enrolment will be carried out by the officer commanding reservists concerned, except in the case of Gurkha reservists in which case this training will be carried out by the officer commanding the unit in which enrolled.

Calling up for training (or muster in the I. H. C.).—Reservist [excluding artificers, I. A. S. C. (M. T.)] will be called up by officer commanding reservists.

A.-46220 (A. G.-2). Artificers I. A. S. C. (M. T.) will be called up by the officer commanding, heavy or medium repair shop to which they are attached.

Reservists of the I. H. C. will not be called up for training but will muster every alternate year for four days for medical examination and to receive arrears of pay.

172. Trans-frontier reservists.—Trans-frontier reservists will be warned on the completion of each training of the date of their next training and of the date on which they shall present themselves at Peshawar or Mardan for payment in a non-training year.

Except in the case of camel drivers, where the local authorities may use their discretion in the matter, the direct *enrolment* of trans-frontier personnel into the I. A. S. C. reserve is not permitted. This condition does not, however, apply in the case of trans-frontier personnel of the I. A. S. C. enrolled on a 15 years' combined army and reserve engagement, who may be *transferred* to the I. A. S. C. reserve at any time on completion of the minimum period of their Army service, *i.e.*, 6 years.

A.-46684 (A. G.-) .

173. Punishments.—A reservist is liable to the same punishment as a serving soldier. In addition he may, for certain offences, be tried and punished by a court martial or a civil court as prescribed in Section 6 of Act IV of 1888.

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174. Retransfer from the reserve to army service.—Reservists may be retransferred to army service under the following conditions :—

(*i*) (*a*) Class "A" and reservists of the I. A. S. C. and I. H. C. provided that the reserve is full and that his place in the reserve can be filled immediately.

(*b*) A late non-commissioned officer to retransfer as a private or the equivalent.

(*c*) Time spent in the reserve will not count towards service for pension, unless subsequently retransferred to the reserve when it will be allowed to count towards the maximum period of combined army and reserve service.

(*ii*) All retransfers of reservists should be carried out with the concurrence of officers commanding, units, or, in the case of I. A. S. C., the officer in charge, records.

175. Medical examination of reservists.—A medical examination will be carried out on the following occasions :— B.-4852 (A.G.-2).

(*i*) When a man is enrolled direct into the reserve.

(*ii*) When a man is transferred to the reserve from the colours.

(*iii*) Before each training or muster.

In the case of (*i*) the examination will be similar to that for recruits; in the case of (*ii*) and (*iii*) this will be limited to ascertaining his fitness for further duty, according to the average of the reservist's class and length of service. Reservists will not be rejected for minor disabilities but no man who is not physically or mentally fit for field service will be retained in the reserve.

Reservists found unfit for duty on reporting for training will be admitted to hospital, if necessary, up to the maximum limit of double the length of the ordinary period of training. During this period full pay, etc., is admissible under Pay and Allowance Regulations, Part I, paragraph 343. If at the end of this period, they are considered unfit for further service they will be brought before a medical board with a view to discharge under item (*xiv*) of the table annexed to Rule 13 of the Indian Army Act Rules. The officer commanding reservists will arrange that their discharge will take effect from the date following that up to which they are entitled to full pay, etc., discharge certificates (I. A. F. Y-1949), filled in accordingly, being furnished to them on or before that date.

176. Failure of a reservist to attend when called up.—In cases where a reservist fails to attend when called up for training, muster or for service, the officer commanding reservists (see paragraph 163) will take early steps to ascertain the reason. Should the man's absence not be satisfactorily explained he will be struck off the effective strength of the reserve. He will not, however, be discharged from the service and may, if subsequently apprehended, be tried by court martial or by the civil power for an offence under Section 6 of the Indian Reserve Forces Act, 1888, and Rule 5 of the Indian Reserve Force Rules, 1912 (see Appendix XXVIII). Should his absence be

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due to any cause, which renders his retention in the reserve undesirable the officer commanding reservists will take the necessary steps for his immdiate discharge under item (*xviii*) of the table annexed to Indian Army Act Rule 13. Should his absence be due to sickness, the officer commanding reservists will arrange for his being medically examined (at the reserve centre nearest his home) in accordance with Rule 10 of the Indian Reserve Forces Rules. This examination which shall take place as soon as can be conveniently arranged, should, as a rule, be held within 4 months of the date on which the reservist should have reported himself to his officer commanding reservists. If the reservist is found to be unfit for field service he will be brought before a medical board with a view to his discharge under item (*xiv*) of the table in Indian Army Act Rule 13. If a reservist who has been ordered to attend for medical inspection fails to do so he will be struck off the effective strength of the reserve. He will not, however, be discharged from the service and may if subsequently apprehended, be tried by court martial or the civil power for an offence under Section 6 of the Indian Reserve Forces Act, 1888, and Rule 10 of the Indian Reserve Forces Rules, 1912. (See Appendix XXVIII). In cases where, for any reasonable cause not provided for above, a reservist fails to attend when called up for training or muster, the officer commanding reservists will arrange to call him up for training or muster at a subsequent date in the same financial year.

177. Provision of staff and instructors.—(*a*) The staff and instructors required for the training of reservists of *Indian cavalry, Gurkhas and the 4th Hazara pioneers* will be provided from within the authorised establishment by the unit training the reservists on the following scale for a batch of 250 reservists :—

British officer	1
Indian officers	4
Company havildar major	1
Company quartermaster havildar	1
Pay havildar	1

Instructors —

Havildars	5
Naiks	5
Lance-Naiks	5
Sepoys	15

When a batch falls below 200, none of the above staff will be allowed except instructors, who will be available on the following scale :—

Havildar	1 per 50 reservists.
Naik	1 per 50 reservists.
Lance-Naik	1 per 50 reservists.
Sepoys	3 per 50 reservists.

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(*b*) *Artillery.*—Instructional staff will be provided as required by the unit training the reservists from within the authorised establishment.

(*c*) *Sappers and Miners, Signals.*—Additional instructional staff required for the training of reservists will be provided from within the authorised establishment under local arrangements by the headquarters of the corps of sappers and miners concerned and, in the case of signals, by the signal training centre (India).

(*d*) *Indian infantry and pioneers (excluding Gurkhas and the 4th Hazara pioneers).*—The required staff will be provided as laid down in the Training Battalion Manual, paragraph 91, *viz.*—

British officer	1
Indian officers	2
Company havildar major	1
Company quartermaster havildar	1
Instructors—	
Havildars	5
Naiks	5
Lance-Naiks	5
Sepoys	13

This is the maximum staff required for a batch of 250 reservists, and proportionate reductions will be made for any smaller number.

178. Discharge certificates.—On discharge a reservist will give up his reservist's certificate India Army Form Y-1953 and will receive a discharge certificate India Army Form Y-1949.

179. Equipment of reservists.—Arms and equipment will be stored and indents prepared and submitted as laid down in Equipment Regulations, India, Part I, paragraph 127.

180. Books to be kept up.—The officer commanding reservists will maintain the necessary books and documents laid down in paragraph 801, Regulations for the Army in India, including medical history sheets (India Army Form M-1242).

181. Reservists documents.—When a man is brought on the strength of a reserve establishment his documents will be sent to the officer commanding reservists, as defined in paragraph 163, India Army Form Z-2039 being used.

182. Reservists substitute.—For his normal duties during absence at the training, a reservist in government employ, may be called upon, when necessary, to furnish a substitute during the period of his absence while called up for training.

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182-A. Reservists accepting civil employment.—Before accepting civil employment a reservist must state that he is borne on the strength of the reserve.

182-B. Reports on reservist training.—On completion of the annual or biennial training officers commanding reservists will compile reports in the form as shown below and submit them, through the usual channel to command or independent district headquarters.

Command headquarters and Burma district headquarters will compile reports on a similar form for :—

Indian cavalry by groups,
Artillery as a whole,
Sappers and miners as a whole,
Signals as a whole,
Infantry and pioneers by regiments,
I. A. S. C. (M. T.) as a whole,
I. A. S. C. (A. T.) as a whole,

and submit them to Army Headquarters.

REPORT ON RESERVIST TRAINING.

No. of reservists to whom notices were sent.				No. of reservists who reported for training.				No. of reservists classed as efficient.				No. of reservists discharged as medically unfit.			
A	B	I	II	A	B	I	II	A	B	I	II	A	B	I	II
Numbers trained in light automatics.				Summary of Musketry classification of reservists trained.				General physical fitness of reservists.				General remarks.			

Station

Date *Commanding.*

NOTE.—Reports on the training of I. A. S. C. reservists will be submitted to the Quartermaster-General in India in accordance with the administrative instructions issued by that officer.

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6. DISCHARGE AND TRANSFER TO THE ARMY RESERVE.

(a) British Army.

183. Except as provided for below all soldiers will be sent home for discharge or transfer to the reserve as prescribed in para. 341, King's Regulations, and subject to such supplementary instructions as may be issued in India from time to time.

(*a*) *Soldiers who may be discharged in India.*—The only soldiers who may be discharged in India are (*i*) those enlisted in India, (*ii*) those discharged by purchase who elect to remain overseas, (*iii*) those sentenced by the civil power to imprisonment or penal servitude, (*iv*) those who, on completion of their engagement or within six months thereof or on release from the service on compassionate grounds, elect to reside in India or in another command abroad, (*v*) those who on the completion of their engagement or on release from the service on compassionate grounds, wish to proceed to a British dominion, colony, possession, or to a foreign country.

(*b*) *Soldiers who may be transferred to the army reserve in India.*—The only soldiers who may be transferred to the army reserve in India are (*i*) those enlisted in India, (*ii*) those who, on expiration of their colour service or within six months thereof or on premature transfer to the reserve on compassionate grounds, may elect to reside in India or in another command abroad, (*iii*) those who on the expiration of their colour service, or on premature transfer to the reserve on compassionate grounds, wish to proceed to a British dominion, colony, possession, or to a foreign country.

(*c*) *Conditions of discharge or transfer to the army reserve in India.*—Discharges and transfers to the reserve for the purpose of residing in India will only be authorised when adequate proof is furnished (*a*) that the soldier has obtained a guarantee of employment that is likely to be permanent, and (*b*) that he is able to maintain himself (and his dependants, if any) in European style.

Applications for discharge or transfer to the army reserve under the provisions of (*a*) (*ii*) (*iv*) or (*v*) and (*b*) (*ii*) or (*iii*) above, will be referred to Army Headquarters to enable the permission of H. E. the Commander-in-Chief to be obtained as required by para. 340, King's Regulations. All transfers to the army reserve in India, are subject to the conditions of para. 457, King's Regulations. A.-43263 (A.G.-6).

Discharges and transfers to the reserve for the purpose of proceeding to a British dominion, colony, possession, or foreign country are subject to compliance with the relevant immigration regulations. Full information regarding immigration regulations can be obtained on application to the local government or passport issuing officer of the civil district in which the soldier is serving at the time of his discharge or transfer to the reserve.

NOTE.—Before applications for discharge or transfer to the army reserve in India are submitted for the sanction of the competent authority, the local branch of the *ex*-services association will be consulted as to whether the employment offered is recommended or not.

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(*d*) *Discharge by purchase.*—A soldier permitted to purchase his discharge under King's Regulations, and requiring repatriation, will be required to deposit an amount sufficient to cover the cost, at commercial rates, of a passage by private steamer to the United Kingdom. This rate will be ascertained from the embarkation authorities.

Sufficient money to defray the cost of conveyance from the soldier's permanent station to the port of embarkation and from the port of disembarkation to the place of discharge will be lodged in addition to passage money.

During a trooping season payment passages in a government vessel or hired transport may become available, but no promise of such passages can be given nor can they be claimed as a right. In the event of such passages becoming available, they can only be allotted at short notice after all entitled passengers have been provided for.

The rates charged for payment passages in a government vessel or hired transport will be notified in Army Instructions (India) from time to time.

When passage in a government vessel or hired transport is provided, the difference between the cost of such passage and the cost of a private steamer passage will be remitted to the home paymaster for credit to the soldier's account or, where the passage money has been deposited by the soldier's relatives, for immediate return to them.

No refund is admissible in respect of duty performed during the homeward voyage.

A-39308 (A. G.-6). The procedure indicated above is applicable, *mutatis mutandis*, to soldiers proceeding to a British dominion, colony, possession, or to a foreign country on discharge by purchase.

184. Discharge on sentence of penal servitude.—Soldiers sentenced to penal servitude by the civil power will be discharged at once by the brigade commander. The discharge certificate will be sent to the governor of the prison.

185. Procedure on summary discharge.—When the discharge of a soldier under paragraph 363 (x) or (xi) K. R. is considered desirable an application on A. F. B-130 will be submitted to the authority competent to authorize the discharge, the special instruction in the K. R. regarding these classes of discharges being followed except that, since in India A. F. B-264 is issued direct to units, application for this form need not be made to the headquarters of the command.

A.-27524 (A.G.-8).

Z.-2486 (D.M.S.) **186. British insanes.**—Instructions regarding the disposal of British insanes are contained in paragraphs 145 and 288—295 of Regulations for the Medical Services of the Army in India.

(b) Indian army.

187. Discharging authorities.—The rules for the discharge of persons subject to the I. A. A. are contained in the I. A. A. rules, and the authorities who are competent to authorize the various classes of discharge are therein defined. The summary dismissal of such

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persons can only be authorized in accordance with sections 13 and 14 of the I. A. A. Dismissal can also be awarded as a court-martial punishment.

188. Application for summary dismissal or discharge.—Applications for the summary dismissal or discharge, of a person subject to the I. A. A. will be made on I. A. F. Y-1948 on which the authority authorising dismissal or discharge will endorse the necessary order to which the unit commander of the person concerned will give effect. See rule 12 of the I. A. A. Rules.

188-A. All applications for the compulsory discharge of Indian officers under items (iv), (v), (vi), (x) or (xi) of the table annexed to Rule 13, Indian Army Act, or for their dismissal, will be made on I. A. F. Y-1948. This document will be accompanied by a copy of the officer's character roll (I. A. F. D-903) and a full report of the grounds on which application for summary discharge or dismissal is made. A.-41854 (A.G.-8).

The officer concerned must be informed of the details of the case against him, and be directed to state in writing any reasons which he may have to urge against his removal from the service.

The above will be submitted through brigade commanders, district or independent brigade commanders, and controller of military accounts (for report as to the rate of pension or gratuity admissible in the event of discharge being authorised), to general officers commanding-in-chief, commands, who will transmit the complete case to the Adjutant-General in India.

Definite recommendations in accordance with paragraph 1633, King's Regulations, are to be made in each case.

189. Discharge of unsuitable recruits.—A unit commander is empowered, under item (xx) of the table annexed to Rule 13 of the I. A. A. rules, to discharge unattested recruits.

190. The medical examination of a recruit enrolled by a recruiting officer, after being passed fit by a special recruiting medical officer, is not authorised immediately on his arrival at the training battalion or depot of his unit. Only in very exceptional circumstances, *e.g.*, where a recruit becomes seriously ill on or immediately after joining and the medical officer in charge of the case considers it unlikely that he will make an efficient soldier, will a recruit be medically boarded before undergoing training. A.-46694 Pt. II (A.G.-6).

In all cases, recruits who, while under training, break down or are found to be suffering from any disability likely to prevent them from becoming efficient soldiers, will be brought before a medical board, and, if found to be unfit, will be invalided and discharged under item (xx) of the table annexed to Rule 13 of the Indian Army Act Rules, *i.e.*, unlikely to become an efficient soldier. A.-46694 Pt. II (A.G.-6).

191. Grant of discharge certificates.—All persons subject to the I. A. A. except sub-assistant surgeons of the I. M. D., who, in all cases, will be granted discharge certificates on I. A. F. (Medical—19) will on dismissal or discharge be furnished with a discharge certificate (I. A. F. Y.-1949). Z.-3783—(D.M.S.-1-A.-3).

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Certificates will be given to all persons subject to the I. A. A. on discharge or dismissal or transfer to the reserve as specified below :—

(*a*) On disciplinary grounds.	Discharge certificate (I. A. F. Y-1949).
(*b*) On grounds other than disciplinary.	Discharge certificate (I.A.F.Y-1949). Recommendation for employment (I. A. F. Y-1962) will be given to men if so desired.
(*c*) On transfer to the reserve.	Certificate of transfer to the reserve (I. A. F. Y-1953) and, if so desired recommendation for employment (I. A. F. Y-1962); and on final discharge, discharge certificate (I. A. F. Y-1949).

B.-270 (A.G.-6).

191-A. Copies of certificates.—The instructions in paragraph 403, King's Regulations, 1928, apply to Indian troops only in so far as the replacements of certificates, etc., referred to in paragraph 191 above, are concerned .

A.-34098 (A.G.-6).

I. A. F. Y-1949-A will be issued where a discharge certificate (I. A. F. Y-1949) has been lost, damaged, torn or burnt through fair wear or accident beyond the man's control.

192. Assessment of character.—In estimating a soldier's military character whilst serving with the colours, an assessment of his military qualifications and conduct will be made by his unit commander and entered in the following terms :—

(*i*) Exemplary.
(*ii*) Very good.
(*iii*) Good.
(*iv*) Fair.
(*v*) Indifferent.
(*vi*) Bad.
(*vii*) Very bad.

An exemplary character is the highest that can be given to any soldier and is to be awarded only to a soldier whose period of service has enabled his conduct to be thoroughly tested. The unit commander is the sole judge as to whether a soldier is to be granted an exemplary character, the grant being discretionary and not obligatory.

A soldier will not be eligible for an exemplary character if during his service he has—

(*a*) been sentenced by a civil court to imprisonment and has undergone such sentence ;

(*b*) been sentenced by a court-martial to imprisonment, or has had his trial for desertion or fraudulent enlistment dispensed with ;

(*c*) been convicted of drunkenness during the last five years of his service ;

(*d*) been reduced to a lower grade or to the ranks for an offence under the I. A. A. other than inefficiency.

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A "bad" character is not to be awarded to a n. c. o. or to a soldier in possession of a good conduct badge.

193. Free passage on discharge.—Instructions as to the conveyance to his home of a soldier on discharge will be found in Passage Regulations, India.

194. Indian insanes.—If a person subject to the I. A. A. is suspected of insanity the unit commander will report the case to the brigade commander who will direct the examination of the individual by a board composed, if practicable, of two medical officers, otherwise by the man's company commander (O. C. in the case of a departmental follower) and the officer in medical charge. If pronounced insane the person concerned will be discharged by the authority prescribed in the I. A. A. and handed over, with his discharge documents, to the civil power, or, if harmless, to his friends, or relations.

(c) Civilian employees.

195. Suspension or dismissal.—The rules relating to the suspension, reduction, removal and dismissal of civilian public servants are contained in Appendix XI.

The rules relating to the discharge, if found unfit for field service, of civilian establishments engaged on I. A. F. Z.-2055 and employed in the various administrative services and departments of the Indian army, are contained in Appendix XI (*a*). A.-19276 (A.G.-6).

196. Insolvency and forfeiture of appointment.—A civilian employee who resorts to the insolvency court renders himself liable to summary dismissal. If half his salary is constantly attached for debt, or if he owes a sum which he cannot hope to repay within two years, it is generally undesirable that he should remain in government service. In this case a full schedule of his debts will be called for by his superior officer who, having regard to the circumstances in which the debts were incurred will decide whether the debtor should be allowed to retain his appointment.

197. Superannuation of an uncovenanted servant.—When an uncovenanted civil servant is within three months of 55 years of age, his immediate superior will forward proposals for his retention or otherwise to the superior authority concerned. A similar course will be followed in the case of a man who has been granted an extension of service.

7. PENSIONS.

198. Civil employment of military pensioners.—The regulations for the employment of pensioned or discharged Indian soldiers and reservists in civil capacities, are contained in Appendix XVII.

199. Family pensions.—The rules governing the grant of family pensions and children's allowances are contained in P. and A. Regulations Part II. On the death of a person subject to the I. A. A. under circumstances that entitle the heir to a family pension, the unit commander or local head of the department may authorize an officer of the Indian army proceeding on tour, or on leave, to investigate the claim to family pension. Failing this, the unit commander or local head of the department will fill in Part I of I. A. F. A-366 A.-42674 (A.G.-14).

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in duplicate and send both copies, together with a true copy of the kindred roll of the deceased, the death certificate on I. A. F. A-393 and any other document substantiating the claim, to the collector or deputy commissioner of the district concerned for investigation by the appropriate local civil officer of gazetted status who will interview the claimant and witnesses and fill in Part II of I. A. F. A-366. The form, together with accompanying documents, will then be returned to the unit commander or local head of the department who, after satisfying himself that the claim is in proper order, will submit it to the C. M. A. concerned. The title of a widow to a monetary allowance in respect of the Victoria Cross, the Military Cross, and the Indian Order of Merit will be investigated and disposed of similarly.

When the claimant resides in Nepal, the claim will be sent to the R. O. for Gurkhas, Gorakhpur (who will transmit it to the British Envoy at the Court of Nepal, Khatmandu, if necessary) for investigation. In regard to the actual preparation and submission of the claim to the C. M. A., the same procedure will be followed as in the case when the claimant is resident in India.

199-A. Reservists' pensions.—In the case of reservists who become due for discharge to pension whilst away from their units, their attendance at the unit or a military hospital should be obviated by taking thumb and finger impressions during their last training, or by sending I. A. F. A-369 and I. A. F. Y-1948 to the nearest magistrate or the deputy commissioner or collector of the district in which the men live. Similar action will be taken as regards completion of page 10 of I. A. F. K.-1155 (Sheet Roll) except that, instead of forwarding the form, am anuscript copy (in duplicate) of the portion "Statement of accounts on discharge from the Reserve" will be forwarded along with the above pension documents. On return, a copy will be pasted in the original and record sheet rolls.

B.-4965 (A. G.-6).

B.-7708 (A.G.-6).

A-29336 (A.G.-14).

200. Interpreters.—When the officer appointed to investigate the claim to a family pension is not competent to interpret, an interpreter may be appointed in any language other than Urdu.

201. Persons dying at their homes while on sick leave or while in receipt of disability pensions.—When a person proceeds to his home on leave on medical certificate on account of a disability certified to be attributable to military service or after being invalided from the service with a disability pension, the unit commander will send a copy of the medical certificate or medical board proceedings specifying the disability, to the collector or deputy commissioner of the district in which the person resides. If the person dies while on leave or while in receipt of the disability pension, the unit commander will, on being made aware of the death of the person, procure from the collector or deputy commissioner of the district concerned a certificate signed by a competent medical practitioner certifying to the immediate cause of death, and also stating whether death is due to the disability referred to in the copy of the medical certificate or medical board proceedings. It will then rest with the unit commander to decide from the nature of the certificate whether the action indicated in para. 199 should be taken.

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CHAPTER VIII.—DISCIPLINE, COURTS-MARTIAL, MILITARY PRISONS AND DETENTION BARRACKS, COURTS OF INQUIRY, COMMITTEES OF ADJUSTMENT AND LEGAL PROCEEDINGS.

1. DISCIPLINE.

(a) General instructions.

202. Unauthorized organizations.—In addition to the prohibition in the K. R. no one on the active list of the army in India, as defined in para. 1, is permitted, without the express sanction of the G. of I., to take official cognizance of, or to assist officially, any organization that is not recognized as part of the army in India, or as part of the militia, levies, military police, local troops, Indian state forces, or any other force administered by other departments of the G. of I.

203. Political matters.—No officer or soldier of the regular forces in India or member of the military nursing services serving in India is permitted to speak or appear on the platform at or take any active part in any meeting or demonstration held for party or political purposes, or act as a member on a candidate's election committee or in any way actively to prosecute a candidate's interests, or to belong to or subscribe in aid of any political association or movement, until he or she has retired, resigned or been discharged or, in the case of a field marshal, until he has relinquished any appointment which he may be holding. A.-49409 (A.G.-8).

No officer or soldier of the regular forces in India or member of the military nursing services serving in India may issue an address to electors or in other manner publicly announce himself or herself or allow himself or herself to be publicly announced as a candidate or as a prospective candidate for election for any political constituency, until he or she has retired, resigned or been discharged or, in the case of a field marshal, until he has relinquished any appointment which he may be holding.

204. Communications to the press.—When not at variance with the following instructions, the rules in the K. R. regarding communications to the press are applicable to all officers and soldiers serving in India.

An officer or soldier may not publish in his own name:—

(*a*) any statement of fact or opinion which may embarrass the relations between the government and the people of India or any section of the people,

(*b*) any statement of fact or opinion concerning the policy or affairs of, or negotiations with, a foreign country which may embarrass the relations between such country and the British or Indian government.

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An officer or soldier who desires to publish a statement which may be considered to fall within this rule shall submit a proof or type-written copies in duplicate, thereof and shall obtain the sanction of the G. of I. through A. H. Q. before publication.

Any information of a professional nature obtained when travelling or employed on duty is to be regarded as the property of the G. of I., and may not be published in any form, either anonymously or otherwise, except with the express sanction of the G. of I. All applications for such permission will be submitted through the proper channel to A. H. Q. accompanied by proofs or type-written copies, in duplicate, of the proposed publications.

29360 (G.S. M.O.-3 "I".)

An officer or soldier wishing to deliver a public lecture which touches on international, foreign or internal political matters will first obtain the sanction of the Government of India.

21872 (G. S M. O.-3 "I").

Applications for permission to deliver such lectures will be submitted through the usual channels to the Chief of the General Staff and will be accompanied by a copy of the full text of the proposed lecture.

205. Government servant desiring other government employment.—No government servant whether permanent or temporary may seek other government employment without the approval of his immediate superior.

206. Trading, borrowing and lending money.—No officer or other rank will engage in trade or will lend to, or borrow money from any person belonging to His Majesty's forces. Nor will he be engaged in any transaction whereby he will become in a private capacity a debtor or a creditor of any person belonging to His Majesty's forces. Gambling is strictly prohibited.

207. Gifts from Indians.—No officer or other rank will directly or indirectly accept, either on his own behalf or any other person's, any gift, gratuity or reward, from any Indian. A medical officer may, however, accept his legitimate fees for professional services rendered.

208. Subscriptions from Indian chiefs.—No officer or other rank will, without the previous sanction of the brigade or district commander, ask for or accept from any prince or chief, or the agent of any prince or chief, any subscription or other pecuniary assistance in pursuance of any object whatsoever.

209. Dealings with contractors.—No private dealings of any nature are permitted between an officer or a subordinate and a contractor, or a departmental servant.

210. Obligation to bring dishonesty to notice.—It is the duty of every person in military employ to bring at once to the notice of his immediate superior any case of dishonesty, fraud or infringement of orders that may come to his knowledge.

211. Employment of government servants or property.—The employment of any government servant, animal or stores for private purposes is prohibited, except where such employment is specially authorized. No work for any private individual will be

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executed in military workshops other than those of regimental and corps units. Administrative officers may, however, sanction the execution of private work for government servants only, on the understanding that this sanction is confined to work which such individuals could not have had done elsewhere without great inconvenience.

212. Soldier running amok.—When an armed soldier (British or Indian) has broken loose in the manner commonly known as "running amok" and is at large threatening or purposing to kill anyone in particular or all or any in general, it is the duty of all officers and soldiers to take steps to effect his capture and to prevent him carrying out his threats or purpose into execution.

In doing this an officer or soldier is entitled to take such measures of force as may be necessary in the circumstances of the case, and may take the life of the offender if there be no other reasonable means of preventing his carrying his threats or purpose into execution. If, however, it appears from the offender's action, *e.g.*, the laying down of his arms, that he intends to surrender, he should be arrested in the ordinary way and dealt with in due course.

It is not necessary for an officer or soldier, before taking measures of force, to go up to the man who is running amok and demand his surrender if by doing so he would incur imminent risk of losing his own life.

An order to shoot down the offender in such cases given by an officer, warrant officer or n.c.o. is a lawful command and will be obeyed.

213. Bankruptcy or arrest of an officer.—The bankruptcy or arrest of an officer by the civil power for debt, or on a criminal charge, will be reported to H. E. the C.-in-C. An officer will be under suspension from the date of arrest.

214. An officer's suspension from duty.—Suspension from duty of an officer (as a measure independently of arrest) may be ordered by the unit commander or any other superior authority, not only when an officer himself submits his case for investigation, but also in any case in which an officer's character or conduct as an officer and a gentleman is impunged.

215. Powers of command.—The powers of command of officers of the various branches of the service are defined in paragraph 176, King's Regulations.

215-A. Exercise of command.—(*a*) *Officers.*—Officers while in civil employment are not entitled by virtue of their military rank to assume any military command in the army. Officers of the survey of India may exercise military command over such Indian soldier surveyors as are serving departmentally under their orders and when such officers are attached to the general staff of an army in the field they will be entitled to exercise the authority due to their military rank. 033235 (A. G. 9).

An officer of the army serving with frontier militia, military police or any other analogous corps which has a military organization,

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though not forming part of the regular forces, is entitled to military command when such formations are employed in field operations with regular troops. When so employed these formations will come under the orders of the senior officer in the field.

(*b*) *British warrant and n.c.os.*—Departmental warrant and n.c. os., subject to the A. A. are not entitled to assume command, except over such warrant and n.c.os. and men as may be attached to the department, or in the case of the medical department over patients in hospital, and men of the Indian Hospital Corps.

(*c*) *Indian officers and other ranks.*—Indian officers and w. os. of the I. M. D. are not entitled to assume command except over persons belonging or attached to that department, and over Indian patients and sick attendants in military hospitals and men of the Indian Hospital Corps. Indian officers and n.c.os. of the I.A.S.C. (including its reserve), of the Indian Hospital Corps, of the I.A.O.C. and of the ordnance and remount department are not entitled to assume command except over persons belonging or attached to the corps or department to which they belong.

(*d*) Indian officers and n.c.os. serving temporarily in the I. A. S. C., I. A. O. C., Indian Hospital Corps, or ordnance and remount departments are subject to the same restrictions as other Indian officers and n.c.os. of those corps or departments.

216. Fire arms and Indian music in cantonments.—Fire arms may not be discharged without permission in, or in the immediate vicinity of, a camp or cantonment. Tom-toms, etc., may be played outside the lines of units until 21-30 and within the lines with the permission of the unit commander until 22-00. Any extension of these hours requires the sanction of the station commander.

217. Concealment of venereal.—In every Indian unit there shall be a standing order directing that a person subject to the I. A. A. who is suffering from venereal disease will report himself sick without delay. This order will be read to the unit on parade at intervals not exceeding three months, care being taken that it is specially brought to the notice of all recruits on joining their units. Concealment of venereal disease will be dealt with under section 39 (*h*), I. A. A. For forfeiture of pay see P. and A. Regs.

A.-42764 (A. G.-8).

218. Posting and promulgation of certain orders.—The officer commanding an Indian unit is responsible that all ranks are acquainted with the purport of the following sections of the Indian Army Act, *viz.*, 13, 14, 16, 21, 25 to 49 and 50 (*a*) to (*cc*) inclusive.

The provisions of these sections will, from time to time, be explained to Indian soldiers, and particularly to recruits on first joining their training battalions, depots, and units, so as to preclude the possibility of ignorance on their part of the additional offences and punishments to which a soldier renders himself liable by becoming subject to military law. Copies of these sections will also be hung up in the regimental guardroom.

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In addition to the above instructions, Officers Commanding Indian units will ensure that the orders regarding the concealment of venereal disease are read out and explained on parade to the troops under their command once in every three months.

219. Observance of religious customs.—The religious customs and prejudices of Indians will be respected Officers will take special care that no act of theirs, or their subordinates, violates the sanctity of any place held sacred by Indians.

220. Complaints, petitions and appeals in general.—The law regarding the representation of military grievances, under which British or Indian Officers and soldiers *or* Indian followers may conceive themselves to be suffering is contained in sections 42, 43 and 180 (2) (*d*) of the Army Act (British ranks) and section 117 of the Indian Army Act (Indian ranks). The submission through the medium of an association of any petition or representation in respect of a military matter is forbidden. A-30992 (A. G. 8).

For the manner in which appeals against audit decisions, memorials to the Secretary of State, petitions by Indian ranks or by persons formerly in military employ are to be made, see paragraphs 375 to 379.

Except in so far as a joint petition, *e.g.*, by two brothers, may be proper when addressed to a civil authority and forwarded under paragraph 378, joint or collective or anonymous petitions or representations of any kind are forbidden in all circumstances. Collective petitions or representations include separate petitions or representations prepared by separate persons in combination with each other.

(b) Safeguarding of Arms. Loss of arms and rules regarding the possession of private arms and shooting.

221. Officers commanding British units are responsible that :—

(*i*) All arm racks are firmly secured to the wall or the floor of the barrack room.

(*ii*) Whenever a rifle is in an arm rack of a type which does not automatically secure the bolt from being removed, the bolt is locked up in the kit box of the owner of the rifle.

221-A. Trial for loss of arms.—Every n.c.o. or man, British or Indian, who loses a rifle, rifled carbine, revolver, rifle bolt or grenade will invariably and without exception be tried by district court-martial, unless sanction to dispense with the trial is obtained from the district or independent brigade area commander. In the case of a unit which is isolated the district or independent brigade area commander may order trial by summary court-martial. A.-26719 (A G. 11).

222. Rules regarding the possession of private arms.—The rules relating to the possession of private fire arms by Indian officers and British and Indian other ranks will be found in Appendix III. The attention of all ranks will be periodically drawn to these rules.

223. Shooting restriction, British officers.—An officer who has not passed the preliminary Urdu shall not be permitted to

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proceed game shooting unless accompanied by an interpreter, or another officer who is so qualified.

224. Assistance to be given to civil authorities in criminal cases.—A unit commander will afford the civil authorities every assistance in his power in the execution of criminal proceedings against any person under his command.

225. Escort for soldier in civil custody.—A British or Indian unit commander will comply immediately with an application from the civil authorities for an escort for a soldier in civil custody.

226. Injury to a civilian.—When a soldier seriously injures a civilian, the unit commander will immediately report the matter to the station commander and the district magistrate, and commence a thorough investigation in order to ascertain the facts while the incident is fresh. If the civil authorities investigate the case the unit commander will give them every assistance. The medical officer who first attends an injured person will forthwith report to the civil and military authorities concerned the nature and extent of the injuries, and his opinion as to the probable result.

227. Delivery of an offender to the civil power.—When a person subject to the A. A. commits an offence under conditions precluding trial by court-martial, or an offence of a grave natu e, which could be equally tried by a court-martial or a civil court, against the person or the property of an individual unconnected with the army, his unit commander shall at once inform the police and the nearest magistrate, and, under the orders of the brigade commander the offender shall for an offence of the former class, and will ordinarily for an offence of the latter class, be handed over to the civil power for trial. After a person, subject to the Army Act, accused of an offence such as is referred to in proviso (*a*) to section 41 of the Army Act, has been handed over to the civil power for trial, the competent authority (see Appendix IX, Part II) may instruct the advocate general to apply to the High Court for the committal or transfer of the case to the High Court under section 526-A of the Code of Criminal Procedure, 18 8.

A-43555 (A. G. 8).

228. Civil offences and rules for payment of counsel.—Rules defining the procedure in the case of offences committed by persons subject to the A.A. or I.A.A. which could equally be tried by a court-martial or a criminal court, and rules regarding the engaging and remunerating of counsel for the defence or prosecution of any soldier tried by a criminal court, are contained in appendix IX.

229. Production of official documents.—The privilege of refusing to produce official documents or give evidence regarding official communications is, as regards civil and criminal courts in India and courts-martial under the I.A.A., regulated by the Indian Evidence Act, 1872. See sections 123 and 124 of that Act.

230. Conviction of British n. c. o. by civil power.—The conviction of a British n.c.o. by the civil power will be reported to the brigade commander who will, if he considers desirable, recommend his reduction to the district commander.

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231. Conviction of Indian ranks by civil power.—The conviction of an Indian officer by the civil power will be reported to H.E. the C.-in-C. and that of an Indian w.o. or n.c.o. to the brigade commander who will decide whether dismissal, discharge, or reduction is desirable.

232. Copies of judgments.—Copies of judgments, with translations of vernacular judgments, are supplied free of charge on application by the head of the department concerned.

Whenever a person subject to military law has been tried by a civil court and a copy of the judgment of the court is applied for by a commissioned officer, it will be supplied free of charge by the clerk, his deputy or other officer having the custody of the records of such court.

233. Shooting rules, British soldiers.—The rules relating to game shooting by British soldiers and to the grant of shooting passes are laid down in the pamphlet dealing with that subject. Every company will be in possession of copies of this pamphlet.

(c) Summary and minor punishments.

234. Offences by soldiers serving in departments.—Military offences committed by soldiers who are serving in a military department will be dealt with by their O.C. under the procedure laid down in the A.A., K.R., I.A.A. and these regulations. If they are serving in a civil department, by the station commander under departmental rules. Military offences committed on detached employ will be dealt with by the unit commander who will not award a punishment which interferes with a soldier's departmental duties without reference to the departmental officer concerned. Punishments for military offences will be recorded on the conduct sheets.

235. Reduction of a warrant or n. c. o., I. A.—A warrant officer or n.c.o. reduced to a lower rank, grade or class will take precedence in the lower rank, grade or class from the date of the signing of the original sentence of the court-martial or in the case of reduction under section 19 of the I. A. A. from the date approved in such order.

236. Dismissal of persons subject to the I. A. A.—Indian officers, Indian warrant officers and persons enrolled under the I.A.A. can be summarily dismissed or discharged by the authorities specified in that Act and the I. A. A. Rules.

237. Definition of a C. O.—For the purpose of awarding minor punishments without the intervention of a court-martial the following officers, being British officers within the meaning of section 7 (I) I.A.A., are commanding officers as regards persons subject to the I.A.A. belonging to, or attached to the corps, departments [see section 7 (II) I. A. A.] or detachments under their command :—

The O. C. a corps as defined in I. A. A. Rule 161 (C) or a detachment either of any such corps or of any other body that is a corps under I. A. A. Rule 161 (A).

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The O. C. any department as defined in section 7 (II) I. A. A. or any detachment of a department.

The O. C. a mixed detachment as regards such portions of that detachment as have not a British officer who is also a commanding officer under this regulation in immediate command.

An officer of His Majesty's Air Force, being a British officer within the meaning of the Indian Army Act and the commanding officer within the meaning of the first clause of Rules of Procedure (Air Force) 129 of an Air Force unit or detachment, in respect of a person subject to the Indian Army Act who has not any other commanding officer in immediate command of him and is serving with that unit or detachment, or in the case of a hospital or medical unit is a patient in the hospital or medical unit.

An officer of His Majesty's Air Force, being a British officer within the meaning of the Indian Army Act, who occupies such a position in relation to a person subject to the Indian Army Act as would, were he an officer of His Majesty's Land Forces, constitute him the commanding officer of that person.

A.-24143 (A. G. 8).

Provided that a medical officer commanding a hospital or other medical unit shall, for the time being, be the commanding officer for this purpose of a person subject to the Indian Army Act not belonging to the medical personnel who is a patient in, or is employed in, that hospital or medical unit he may either himself dispose of a charge against such person or refer it for disposal, after the person has left the hospital or medical unit, to the officer commanding the corps, department or detachment to which such person belongs or is attached; but the medical officer in charge of a regimental medical establishment shall not, unless that establishment is detached, be the commanding officer for this purpose of that establishment or of any person who is a patient in, or is employed in, the medical unit to which that establishment belongs.

033235 (A. G.-9).

Provided also that a departmental officer shall not be a commanding officer for this purpose unless he is the only officer present with a unit or detachment, or unless he is specially placed in command of a unit or detachment.

NOTE 1.—"Every body of persons subject to the I.A.A. is either a corps, a department or a detachment. A division of a department, or branch of a department is a "department" [sec. 7 (II), I. A. A.]. The following are examples of detachments:—recruiting parties (including enrolled recruits accompanying them) under the orders of a recruiting officer (or, in his absence, of an assistant recruiting officer) enrolled personnel forming the establishment, for the time being, of an arsenal, ordnance depot or clothing depot; enrolled personnel forming the establishment, for the time being, of a station hospital. A person belonging to the Indian Hospital Corps is 'on detachment' even when employed in a station hospital at the station where the headquarters of his company is situated."

NOTE 2.—These punishments and the officers by whom they are awardable have been specified by H. E. the C.-in-C. in pursuance of section 20 of the I. A. A.

238. Minor punishments.—The punishments which may be summarily awardable to persons subject to the I. A. A. and the officers by whom these punishments may be awarded are set forth in the following table.

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Nature of the punishment.	Authority empowered to award the punishment.		Persons liable to the punishment.	Relevant instructions and reference.
1. Forfeiture of seniority or of service for the purpose of promotion and reprimand.	(a) Forfeiture of seniority, or, in the case of an officer whose promotion depends upon length of service, of service for the purpose of promotion, for a period not exceeding 12 months.	Officer having power not less than Officer Commanding a District or an officer empowered to convene a General Court Martial.	Any Indian officer	When it is proposed to award a punishment of forfeiture of seniority or of service for the purpose of promotion, the Indian officer or warrant officer shall be asked whether he desires to be dealt with summarily or be tried by Court Martial; and, if he elects to be tried by Court-Martial, he shall not be punished summarily under this paragraph. Reprimand or severe reprimand may be awarded either alone or in addition to forfeiture of seniority or of service for the purpose of promotion.
	(b) Reprimand or severe reprimand.			
	(a) Forfeiture of seniority, or, in the case of a warrant officer whose promotion depends upon length of service, of service for the purpose of promotion, for a period not exceeding 12 months.	Officer having power not less than Officer Commanding a Brigade or an officer empowered to confirm the finding and sentence of a Court Martial held for the trial of a warrant officer.	Any Warrant officer.	
	(b) Reprimand or severe reprimand.			

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Nature of punishment.	Authority empowered to award the punishment.		Persons liable to the punishment.	Relevant instructions and reference.
II. Imprisonment	(a) Imprisonment (rigorous or simple, and with or without solitary confinement) not exceeding 28 days.	C. O. (other than C. O. Depot, Gurkha Group Centre, or Training Company Gurkha Rifle Battalion) not below rank of Field Officer, C. O. Depot, Gurkha Group Centre and Training Company Gurkha Rifle Battalion, when separated from Battalion Headquarters not below the rank of Captain.	All persons subject to I. A. A., other than I. Os., W. Os., and N. C. Os.	1. If rigorous imprisonment be awarded any portion of the imprisonment not exceeding 7 days may be with solitary confinement.
	(b) Do. not exceeding 14 days.	C. O. Depot, Gurkha Group Centre and Training Company Gurkha Rifle Battalions, when separated from Battalion Headquarters of the rank of Lieutenant.	Do.	
	(c) Imprisonment (rigorous or simple, and with or without solitary confinement) not exceeding 7 days.	C. O. below rank of field officer and I. O. commanding a detachment if authorized by C. O.	Do.	2. Imprisonment shall not be awarded in respect of an offence committed while the offender was of or above the rank of n. c. o. 3. An acting or lance n. c. o. is legally a n. c. o. and can only be awarded punishments awarded to n. c. os. for an offence committed when a n. c. o.

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66 III. Confinement to the lines.	(*a*) For any period not exceeding 28 days.	C. O.	All persons subject to I. A. A., other than I. Os., W. Os., and N. C. Os.	4. An officer may remit punishment awarded by an officer under his command but he cannot increase it. 5. Imprisonment shall be reserved for serious and repeated offences. 6. Imprisonment commences from the date of award and ends at sunset of the day sentence expires. 7. An Indian officer commanding a detachment may not award solitary confinement. 8. A sentence of simple imprisonment carries with it punishment drill for 2 hours daily. 9. C. Os. under rank of field officer when specially authorized by name by district commander under whom he is serving may award up to 28 days' imprisonment.
	(*b*) For any period not exceeding 10 days.	Coy. Comdr., or Adjt., if authorized by C. O.	Do.	1. Any award of more than 14 day carries with it punishment drill for 14 days otherwise for each day of the award.
	(*c*) For any period not exceeding 7 days.	Other British officer; or an I. O. commanding a detachment, if authorized by C. O.	Do.	2. Punishment drill, for combatants only, consists of marching in quick time and not of instruction drill. It will be carried out in marching order, and will not exceed one hour at a time or two hours in the day.
	(*d*) For any period not exceeding 3 days.	Other I. Os., if authorized by C. O.	Do.	3. Defaulters will attend parades and take all duties in regular turn. They will be required to answer their names at uncertain hours, and may be employed on working parties.

(See also under heading Regimental boys.)

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Nature of punishment.	Authority empowered to award the punishment.		Persons liable to the punishment.	Relevant instructions and reference.
IV. Extra duties . .	(a) Extra guards or piquets.	(i.) C. O. (ii.) Coy. Comdr., Adjt., or an I. O. commanding a detachment, up to a limit of three such duties for any one offence, if authorised by the C. O.	All persons subject to I. A. A., other than I. Os.	For minor offences on these duties.
A.-2794(A.G.8).	(b) Extra duties or working parties.	Do. .	Non-combatants . .	According to status and occupation.
V. Deprivation of acting rank appointment or of engineer, signal, pioneer, artificer, corps or working pay.	(a) Deprivation of acting and lance rank, or of a position in the nature of an appointment.	C. O. . . .	All persons subject to I. A. A., other than I. Os.	
A.-24597 (A. G. 8).	(b) Deprivation of engineer, signal, pioneer, artificer or corps pay for any day on which an offence (including idleness or negligence) is committed, or the offender may be disrated temporarily for a period not exceeding 28 days.	Do. . . .	Do.	
	(c) Deprivation of working pay for any	C. O. or I. O. commanding a detachment	Do.	

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	day on which an offence (including idleness or negligence) connected with the work for which the pay is drawn is committed.	if authorised by his C. O.		
VI. Forfeiture of good service and good conduct pay.	(a) Forfeiture of one rate good service or good conduct pay.	C. O. . . .	Do. . . .	May be awarded in addition to any other punishment.
	(b) Forfeiture of the whole or part of any good conduct pay for a period of training.	Do. . . .	Reservists . .	For an offence committed during training.
VII. Reprimand . .	(a) Reprimand or severe reprimand.	Do. . . .	Warrant officers and N. C. Os. including acting N. C. Os.	N. C. Os. or privates may be admonished but the latter will not be reprimanded.
VIII. Fines . . . A.-41553 (A.G.-8.)	(a) Fine to the extent of 7 days' pay for a month.	Do. . . .	Reservists under training. Non-combatants except Warrant Officers.	May not be awarded in addition to any other punishment. May be awarded either alone or in conjunction with any other punishment except imprisonment.
	(b) Fine to the extent of 4 days' pay for a month.	Departmental officer, *i.e.*, commissary, deputy commissary, assistant commissary, or senior assistant surgeon, in independent charge if not empowered to award imprisonment.	Non-combatants.	
IX. Penal deduction .	Any sum required to make good such compensation for any expenses caused by him, or for any loss or damage or destruction done by him to any	C. O. . . .	Any person subject to I. A. A.	I. A. A. Section 50 (*f*).

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Nature of punishment.	Authority empowered to award the punishment.		Persons liable to the punishment.	Relevant instructions and reference.
	arms, ammunition, equipment clothing, instruments, regimental necessaries, or military decoration or to any buildings or property.			
X. Miscellaneous . .	(*a*) Extra drill for 2 hours a day up to 15 days.	C. O . . .	Regimental boys.	
	(*b*) Do. up to 5 days.	Adjutant of unit or depot.	Do.	
	(*c*) Confinement to the lines up to 15 days with punishment drill in drill order.	C. O. . . .	Do.	
	(*d*) Do. up to 5 days.	Adjutant of unit or depot.	Do.	
XI. Field punishments .	(*a*) No. 1 or No. 2 up to 28 days.	C. O. . . .	All persons subject to I. A. A., other than I. Os., W. Os., and N. C. Os.	On active service only. For details see I. A. A., rule 155.
	(*b*) No. 1 or No. 2 up to 7 days.	I. Os. commanding detachment.	Do. . . .	Do.

NOTE 1.—For definition of C. O. see para. 237.

NOTE 2.—Punishments of imprisonments, confinement to the lines and extra guards or piquets may be awarded separately or conjointly but the carrying out of imprisonment will precede confinement to the lines, and no award or awards, including imprisonment and confinement to the lines shall exceed twenty-eight consecutive days.

Field punishments can similarly be awarded separately or conjointly.

NOTE 3.—The method of entering awards on conduct sheets is laid down in para. 804.

NOTE 4.—As regards deprivation or disrating for inefficiency, see Pay and Allowance Regulations, Part I, paragraph 283-A.

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239. Alteration to punishment.—No alteration in the record of a punishment awarded summarily which has been completed (other than a punishment awarded to an Indian officer under para. 233, sub-para. 1) will be made except under the orders of the brigade commander; the latter will direct that the record of an illegal award, which has come to his notice, be expunged, and may at his discretion, reduce any award which appears to him to have been excessive, and direct that the record thereof be amended accordingly.

All illegal or excessive award may similarly be expunged or amended under the orders of the next higher military authority.

240. Punishment of persons not subject to the I. A. A.—Persons who are not ordinarily subject to the I. A. A. but who hold pensionable appointments, may be awarded by the officer under whom they are employed:—

Reprimand, extra duty, entry in service book, postponement of increment of pay, and in the case of menial servants and temporary clerical establishments, fine; and by the authority who can appoint to the office held by the offender, suspension, reduction of pay, removal from appointment, and dismissal from the service. (See also Appendix XI.)

Persons who are neither ordinarily subject to the I. A. A. nor hold pensionable appointments may be fined or discharged by the unit commander.

241. Imprisonment in military custody.—Imprisonment awarded to a person subject to the I. A. A. will be carried out in the quarter-guard, or cells of an Indian unit in the station, otherwise in the cells of a British unit. All prisoners will be visited daily by the orderly officer, and medical officer or hospital subordinate. They will also be visited by the officer of the week. A n. c. o. with such assistance as may be necessary, will be detailed to superintend hard labour and punishment drill. I. A. Fs. P-1468, P-1478 and Z-2023 will be kept up.

242. Imprisonment, how imposed.—Rigorous imprisonment in military custody will be carried out as follows:—

(*i*) Prisoners will, as a rule, be confined separately in the regimental cells if available, if not, in the guard room. Two prisoners will never be confined together. The cells shall always be under the observation of a sentry. If a prisoner is admitted to hospital, a sentry will, if necessary, be posted over him.

(*ii*) Prisoners will be employed on hard labour tasks, such as spade work and working parties; no task will exceed two hours consecutively. They will also undergo punishment drill for not less than two hours daily. Hard labour and punishment drill together will be for six/seven hours daily from 15th March to 14th October/15th October to 14th March, the respective periods of labour and drill being apportioned by the unit commander. In the hot season the hard labour should be performed under cover

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(iii) For minor breaches of prison discipline a prisoner may be awarded by the unit commander:—

(a) Reduction of diet for not longer than three days at a time.

(b) Additional hard labour and punishment drill not exceeding together two hours daily, for not longer than seven days at a time.

243. Calculation of sentences.—The rules in the K. R. for calculating the date on which sentences expire, are applicable to sentences of courts-martial under the I. A. A.

244. Disobedience to authority.—Disobedience to the instructions of a person subject to the I. A. A., who, though holding a position of authority, is not an Indian officer, warrant officer, n. c. o., or acting n. c. o. (see para. 146) does not constitute an offence under section 27 (e) of the I. A. A. Such cases, will, however, generally fall within the terms of section 39 (i) and can, if so, be disposed of under that section.

(d) Desertion and offences against enlistment.

245. Desertion, absence without leave, fraudulent enlistment, British troops.—The rules in the K. R. under the heading "Desertion and Offences against Enlistment" will be followed in the case of all persons subject to the A. A. In the case of desertion or absence without leave the unit commander will at once inform the local and railway police, and will send a copy of A. F. B.-124 to the I. G. of Police of the province, the military and police authorities, and shipping masters at the principal ports of embarkation, and to the superintendents of government printing at Calcutta, Madras and Bombay, for insertion in the gazette.

246. Desertion, absence without leave, Indian troops.—When persons subject to the I. A. A. desert or are absent without leave the unit commander will immediately furnish the civil authorities with full particulars. For instructions regarding action to be taken see Appx. I. An immediate report will also be made to the police if any person not subject to the I. A. A. absconds with government property.

247. Deserter rejoining.—If a deserter or absentee rejoins or ceases to be liable to apprehension the unit commander will at once inform the police and also, in the case of a British soldier, the editor of the "Police Gazette," as directed in the K. R.

248. Deserters from Indian army.—A person subject to the I. A. A. who is declared absent under section 126, I. A. A., does not thereby cease to belong to the corps in which he is enrolled though no longer shown on its returns, and can, if subsequently arrested, be tried by court-martial for desertion. When arrested he will be shown on returns as "rejoined from desertion."

A-43874 (A.G.S).

249. Authority competent to dispense with trial.—The independent brigade, independent brigade area, or district commander is a competent authority for the purpose of section 73 (3) A. A.

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2. COURTS-MARTIAL.

250. The K. R. applicable to trials under the A. A.—The rules in the K. R. under the heading "Courts-Martial" are, where not otherwise provided for in the following regulations, applicable in all cases of trial under the A. A.

251. Summary court-martial.—The discipline of the Indian Army depends in a great measure on the summary court-martial. When a soldier or other persons subject to the I. A. A. has committed an offence which can be tried by summary court-martial, unit commanders, when determining by what court the accused shall be tried, are to bear in mind that the legislature in conferring upon them the powers of summary court-martial intends that they shall exercise these powers.

251-A.—Normal scale of punishments awardable by summary courts-martial.

(1) The following general instructions are issued for the guidance of officers holding summary courts martial in passing sentence, but nothing contained in them must be construed as limiting the discretion of the court to pass any legal sentence, whether in accordance with these instructions or not, if in its opinion there is good reason for so doing.

(2) When passing sentence, courts will have regard not only to the nature and degree of the offence and the previous character of the accused but also to his status and rank and to the legal consequences of the sentence proposed to be awarded. A punishment which is suitable or even lenient in the case of a young soldier may have an extremely severe effect in the case of a non-commissioned officer of some years' service who has earned, or is earning, a pension.

(3) Rigorous imprisonment for any term exceeding three months must be undergone in a civil prison (I. A. A., section 107). In practice this entails dismissal (or discharge) from the service, as it is usually inexpedient for a man who has been the inmate of a civil jail to return to the service. Three months' rigorous imprisonment or less, to be undergone in military custody, should therefore be looked upon as the normal punishment for most 'first' offences and for most purely military offences except those of a grave nature or where the offender already has a bad character.

(4) The award of imprisonment in a civil jail coupled with dismissal from the service must never be used merely as a means of getting rid of a man from the service; and should be imposed only when the offence by itself, or the offence and the man's previous record taken together, actually merit such a punishment. In other cases in which removal is considered desirable in the interests of the service the discharge of the individual, under the appropriate item of

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the table annexed to I. A. A., Rule 13, should be applied for by the commanding officer, and authorised by brigade or superior commanders.

(5) In the table of normal punishments annexed hereto offences which cannot be tried by a summary court-martial except after reference [under I. A. A., section 74 (*a*)] and the less common offences have not been included. Such offences (if tried by S. C. M.) must be dealt with according to the merits of each case.

TABLE.

(a) *Normal Punishment* :—

Rigorous Imprisonment for three months or less, to be undergone in Military Custody.

Offences :—

Disobedience (not of a grave nature).

Insubordination (not of a grave nature).

First desertion or fraudulent enrolment.

Absence without leave or overstaying leave.

Failing to appear at parade.

Quitting parade, guard, etc., without leave.

Absence from camp or after tattoo.

Intoxication.

Releasing or suffering prisoner to escape.

Escaping from custody.

Losing by neglect arms, etc.

False answer on enrolment.

Minor contempt of court-martial.

Neglect of orders.

Act prejudicial, etc. (not of a serious nature).

Sentry plundering, etc. (not of a grave nature).

Sentry sleeping on or quitting post in peace time.

Use of force to superior (not of a grave nature).

Failing to rejoin for active service (not of a grave nature).

Making away with [under I. A. A., sec. 35 (*d*)] other than arms and ammunition.

False accusations and complaints (not of a grave nature).

Striking or ill-treating subordinate (not of a grave nature).

First offences not of a grave nature.

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(b) *Normal punishment—*

Rigorous imprisonment for six months or less and dismissal from the service.

Offences :—

Disobedience of a grave nature or studied insubordination.
Malingering, feigning or producing disease.
Use of force to superior (graver cases).
Contempt of court martial (grave cases).
Giving false evidence.
Ordinary theft.
Frauds.
Indecency or cruelty.
Act prejudicial, etc. [of a more serious nature than under (*a*)].

(c) *Normal punishment—*

Rigorous imprisonment for one year and dismissal from the service.

Offences :—

Making away with arms or ammunition.
Repeated disobedience or insubordination.
Desertion (grave cases and second or subsequent convictions).
Thefts (grave cases).
Frauds (grave cases).
Causing hurt to render unfit for service.
Unnatural offences.
Failing to rejoin for active service (of a grave and deliberate nature).
Act prejudicial, etc. (of a grave nature). A.-34332 (A. G. 8).

252. Exemplary service.—For the purpose of exemption from trial under section 67 of the I. A. A., a soldier will be considered as having served in an exemplary manner if at any time during his service subsequent to the commission of the offence he has had no red ink entry in his defaulter sheet for a continuous period of three years.

253. Medical examination before trial.—An accused person shall be examined by a medical officer on the morning of each day that the court for his trial is ordered to sit, and a unit commander is responsible that no accused person is brought before a court-martial if in the opinion of the medical officer he is unfit to undergo his trial.

254. Dying declaration.—In order that a dying declaration may be admissible as evidence at a court-martial under the A. A., it must be made in circumstances which satisfy the requirements of English and not Indian law.

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Dying declarations which satisfy the requirements of Indian law are admissible as evidence at courts-martial under the I. A. A.

255. Witnesses not to leave station.—When an application has been made for a court-martial, no military witness will be allowed to leave the station without the sanction of the authority to whom application for trial has been made. After trial the latter will use his discretion as to whether witnesses may disperse.

256. Junior officers to attend trials.—Officers will attend all courts-martial on men of their own unit for one year after joining the Indian army.

257. Composition of courts-martial under I. A. A.—The president of a G. C. M. and D. C. M. under the I. A. A. should if possible, be of field rank, when the court is composed of British officers. When it is composed of Indian officers he should, if possible, be of or above the rank of subadar. For the trial of doubtful or complicated cases a D. C. M. under the I. A. A. should, if possible, consist of five officers.

258. Reference to D. J. A. G. or A. J. A. G. before trial.—Charges under sections 17, 18 (4) except ordinary theft 18 (5) and 41 the A.A. also charges under I. A. A. of civil offences, offences connected with accounts or which are of a fraudulent nature, except ordinary theft, should be referred to the D. J. A. G. or A. J. A. G. before trial. Any case of doubt or difficulty should also be referred to the D. J. A. G. or A. J. A. G.

259. Court-martial proceedings.—The proceedings of a G. C. M. will be submitted by the J. A. through the D. J. A. G. or A. J. A. G. of the command to the confirming officer; if the D. J. A. G. or A. J. A. G. has himself acted as J. A. at the trial they will be submitted through the J. A. G. The proceedings of a D. C. M. will be sent by the president, superintending officer or J. A. direct to the confirming officer, who may, if he considers it necessary, call upon the D. J. A. G. or A. J. A. G. for a report upon them before confirmation. Court-martial proceedings, original and duplicate will be registered and sent by separate posts.

A.-34 668 (A. G.-8).

260. Disposal of proceedings other than proceedings of Summary Court-Martial.—Except in cases of acquittal in A. A. cases, the original proceedings of court-martial disposed of by command, district, brigade and station authorities will, after confirmation, or where confirmation has been withheld, be sent to the unit commander (through the convening officer in cases where the convening officer is not the confirming authority) in order that the proceedings may be promulgated and the necessary entries (if any) made in the conduct sheet of the accused. The C. O. will record a minute of promulgation in the form given on page 761 of the M. M. L. on the proceedings below the minute of confirmation and transmit the proceedings to the D. J. A. G. or A. J. A. G. In the I. A. the necessary records of a conviction must also be made in the court-martial book. (See para. 803). In cases

B.-3050 (A. G. 8).

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of acquittal in A. A. cases, the proceedings, after countersignature by the officer who would have dealt with them had the result been conviction, will be sent to the D. J. A. G. or A. J. A. G. direct, unless required to be sent through the officer commanding unit for his perusal.

Where the proceedings disclose matters which appear to require investigation, such as a breach of K. R. or other regulations on the part of individuals other than the accused or allegations as to irregularities or statements as to the mental condition or fitness for service of the accused, whether made in mitigation of punishment or otherwise in the proceedings, a certificate will be attached to the proceedings stating that action has been, or is being, taken to deal with that matter.

The officer to attach the certificate is either:—

The confirming officer, or

The officer who would have dealt with the proceedings had confirmation been required, or

The superior officer to whom proceedings have been submitted in cases in which either of the above officers is not competent to take action.

Where the confirming officer, or the officer who would have dealt with the proceedings had confirmation been required, is not competent to deal with the matter himself, he will, in transmitting the proceedings to the O. C. unit for promulgation, or in cases of acquittal in A. A. cases to the D. J. A. G. or A. J. A. G., attach a memorandum address to the D. J. A. G. or A. J. A. G., requesting him to send the proceedings, after review, to the brigade commander or other specified superior authority having power to deal with the matter and this officer will attach the necessary certificate and return the proceedings direct to the D. J. A. G. or A. J. A. G.

Where proceedings which disclose irregularities or allegations which appear to require investigation are received by the D. J. A. G. or A. J. A. G. without either the certificate mentioned in sub-para. two above, or the memorandum referred to in sub-para. three above, having been attached those officers will submit the proceedings to the G. O. C.-in-C. and this officer will attach to the proceedings either the necessary certificate or a note that the matter does not appear to require investigation.

The transmission of proceedings is not to be unnecessarily delayed for the purposes of enquiry into such collateral matters. Where necessary, extracts will be made and the proceedings promptly transmitted to the proper officer of the J. A. G.'s department.

261. Appointment of J. A.—An officer empowered to appoint a J. A. may, when an officer of the J. A. G.'s department is not available, and the case presents no legal difficulties, appoint an officer to officiate as J. A. This applies also to the revision of a case under the I. A. A. which was originally conducted by a D. J. A. G. or A. J. A. G. A.-39575 (A. G.-8).

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262. Appointment, interpreters.—The rules relating to the appointment of interpreters to courts-martial held under the I. A. A. are laid down in the I. A. A. Rules.

A duly qualified interpreter may, when necessary, be appointed by the convening officer to any court-martial held under the A. A. to a court of inquiry, or to a court of inquest.

263. Illegal awards.—The reduction of a soldier from or to an acting rank or an appointment is not a legal sentence. If such a sentence is inadvertently passed and the sentence contains no further legal award it is a nullity, and the court can be re-assembled to pass a valid sentence. If, however, the sentence is partly legal and partly illegal, confirmation of the illegal part may be withheld, or the court re-assembled to revise its sentence.

264. Annulment of court-martial proceedings.—The proceedings of a court-martial may be annulled by H. E. the C.-in-C. or under the advice of the D. J. A. G. or A. J. A. G. by a G. O. C.-in-C., district or brigade commander in respect of proceedings which have been confirmed by him or by an officer under his command.

Where the finding and sentence have been confirmed, and it afterwards appears to the confirming officer that the proceedings of the court-martial are illegal he may order the release of a prisoner pending reference to the D. J. A. G. or A. J. A. G. of the command and the annulment of the proceedings.

Disposal of persons under sentence.

A-30845 (A. G.-8).

265. Sentence of Imprisonment or detention exceeding 12 months.—When a court-martial under the A. A. has not ordered that a sentence of imprisonment or detention exceeding 12 months shall be undergone not in the U. K. the confirming officer will either pass this order or explain his reasons for not doing so in a letter attached to the proceedings.

Except in cases where it is intended to confirm a sentence of discharge with ignominy accompanying a sentence of imprisonment, or to apply for the discharge of the prisoner under K. R. 370 (*xi*), (*a*), the imprisonment should usually be commuted to detention.

A-34668 (A. G.-8).

265-A. Report to J. A. G. of soldier sent to U. K.—Whenever a soldier tried by court-martial is to be sent to the U. K. to undergo his sentence, or returns there permanently for any reason within three months of the promulgation of the sentence or where there was acquittal, of the date of acquittal, the commanding officer of the soldier or Director of military prisons and detention barracks, as the case may be, will inform the Judge Advocate-General in India with the least possible delay.

[Disposal of British soldiers sentenced by] court-martial.

266. Committal of offender.—The committing authorities are specified in sections 61 and 66 A. A. and Rule of Procedure 126, and

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forms of orders for the commitment of British soldiers to detention barracks or military or civil prisons are given in Appendix III to the Rules of Procedure, which will be found in the Manual of Military Law. Before committing offenders, 24 hours' notice (by telegram in the case of outstation units) will be given to the superintendent, military prison or detention barrack as to the date of arrival. It will be assumed that accommodation is available unless intimation is received to the contrary. Applications for orders for removal and recommitment of soldiers under sentence will be submitted on I. A. F. D.-912.

The instructions contained in K. R. 680 (*ii*) regarding soldiers sentenced to detention, will be adhered to when possible. But in cases where the distance of the unit from the nearest detention barrack involves expense and delay out of proportion to the length of the sentence to be served, the district commander may authorise sentences of more than 168 hours detention to be carried out in a barrack detention room. The authorization may be given generally, once for all, in respect of any station or stations at which troops are located; but such general authorization must specially state the maximum length of sentence to which this authorization will apply.

The following will, in communication with the superintendent military prison and detention barrack, Lucknow, usually be committed to the military prison or detention barrack, as the case may be, at Lucknow:—

(*i*) Convicts other than those excepted from serving their sentences in the U. K. by a declaration made under section 59 (*a*) A. A., pending early removal to the U. K.

(*ii*) Soldiers sentenced to imprisonment or detention which is to be undergone in the U. K., pending early removal to the U. K.

(*iii*) Soldiers sentenced to imprisonment and discharge with ignominy except those enlisted in India.

(*iv*) Soldiers sentenced to imprisonmen or detention whose discharge for misconduct the brigade commander proposed to authorise under K. R. 370, *xi* (*a*) except those enlisted in India.

The director, military prisons and detention barracks in India, will always be referred to before a soldier under sentence of these categories is committed elsewhere than to Lucknow. B.-5509. (A.G.-11).

Convicts and prisoners may legally be committed to an authorized civil prison in India either pending removal elsewhere or (where the sentence is to be undergone in India) to undergo their sentences. The following will usually be committed to an authorized civil prison:—

(*v*) Convicts who are excepted from serving their sentences in the U. K. by a declaration made under section 59 (*a*).

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(*vi*) Soldiers enlisted in India sentenced to imprisonment and discharged with ignominy, unless convicted of a purely military offence only.

(*vii*) Soldiers enlisted in India sentenced to imprisonment for offences under Sections 17 and 18 (4) and (5) of the Army Act or for any offences under section 41, who are to be discharged for misconduct under K. R. 370 (*xi*) (*a*). Except in the cases of men included in categories (*v*) to (*vii*), no convict or prisoner will be committed to an authorized civil prison in India without authority from A. H. Q.

Soldiers enlisted in India but not included in categories (*vi*) and (*vii*) who are sentenced to imprisonment and are to be discharged, either with ignominy, or for misconduct under K. R. 370 (*xi*) (*a*) will be committed to the military prison, Lucknow; soldiers enlisted in India, who are sentenced to detention, whether they are to be discharged or not, will be committed to the nearest detention barrack.

267. Despatch to the U. K. of soldiers under sentence.—The director, military prisons and detention barracks in India, will arrange direct with the embarkation commandant, Bombay, for passages required for men while under sentence, in whatever military prison or detention barrack they may be confined. Warrants of committal, certificates of conduct while in the prison or detention barrack and, where necessary, discharge documents will be sent with the soldiers under detention, prisoners or convicts when despatched to the U. K.

B.-5509 (A.G.-11).

Soldiers, other than those enlisted in India, undergoing sentences of imprisonment combined with discharge with ignominy, or of imprisonment or detention whom it is proposed to discharge for misconduct, will, if possible, be sent to the U. K. during a trooping season in time to allow of their discharge there on the expiration of their sentences, those whose sentences expire before the 15th November being removed to England during the preceding trooping season.

Cases in which it has not been possible to comply with the above instructions will be dealt with as follows:—

If the sentence expires before the 1st July the soldier will on release be despatched by private vessel to the U. K. for discharge.

If the sentence expires on or after the 1st July the soldier will, on release, be returned to his unit and will be despatched by the first transport of the ensuing trooping season to the U. K. for discharge.

3. MILITARY PRISONS, DETENTION BARRACKS, AND BARRACK DETENTION ROOMS.

268. General instructions.—No detention room will be occupied without the sanction of the district or brigade commander; this will be recorded on the report of a board composed of the A. D. M. S. and a staff officer of the district or brigade, that the room is built, ventilated, warmed and fitted in accordance with sanitary requirements and

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the standard plan. On arrival of a unit at a station the unit commander will ascertain that the rooms are fit for the reception of soldiers sentenced to detention or imprisonment.

269. Military prisons and detention barracks.—The constituted military prisons and detention barracks under the A. A. are at the following stations:—

Combined military prison and detention barrack.....Lucknow
Detention barracks.....Lucknow, Quetta, Trimulgherry and Sialkot.

B.-5509 (A.G.-11).

The regulations for the administration of these prisons and detention barracks, and the duties of officers and others employed in them, are laid down in the "Rules for Military Prisons and Detention Barracks in India."

270. Regimental barrack detention rooms.—Regimental barrack detention rooms will be inspected and each soldier under sentence visited daily by an officer of the unit, who will report the result of the inspection to the unit commander. The scale of diet of soldiers under sentence and convicts is given in I. A. F. P.-1471.

4. COURTS OF INQUIRY, COMMITTEES, BOARDS, PANCHAYATS AND INQUESTS.

271. Composition.—The convening officer is responsible that a court of inquiry or station board is constituted of officers whose experience and training best fit them to deal with the matter at issue. The members of a mixed civil and military board will take precedence in accordance with the table of precedence (see Indian Army List). The stationery and forms required by a board will be supplied by the unit that applies for it.

272. Courts of inquiries on injuries.—Courts of inquiry will be held in the circumstances specified in the K. R. to investigate the cause of injuries to British and Indian soldiers and public followers. The proceedings will be confirmed by the brigade commander. (See para. 299).

273. Prisoners of war.—Whenever persons subject to the I. A. A. are taken prisoners by an enemy a court of inquiry under I. A. A., Rule 158 (*h*) will be assembled under local arrangements to enquire into their conduct.

The court of inquiry will be held as soon as possible after the return of the prisoner or prisoners but when there is reason to believe that a person has been taken prisoner by his own voluntary action or wilful neglect of duty, or that he has served with or under, or has aided the enemy, a provisional court of inquiry (see below) will be assembled at the earliest possible moment to investigate the circumstances.

The proceedings will be forwarded by the officer who assembled the court to the command, district, or to the commander of the forces

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in the field, who will, unless full remission of the forfeiture of pay and allowances incurred by a prisoner of war has already been made, issue such orders as he may think fit regarding the remission of such forfeiture. See I. A. A., Rule 163 (*c*).

A remission or forfeiture of pay and allowances may be partial or full. See section 52, I. A. A.

A court of inquiry under I. A. A., Rule 158 (*h*) on the conduct of a prisoner of war who is still absent may be assembled in suitable cases and in particular to assist the authority empowered to remit the forfeiture of pay and allowances incurred by such prisoner of war in deciding what remission, if any, should be made in order that provision may be made by the prescribed authority for the dependants of the prisoner of war. See section 52-A, I. A. A. and I. A. A. Rule 163-A. Such remission may also be made on the written report on the prisoner's conduct by an officer who has personal knowledge of the case or has been deputed to investigate it, or on the personal knowledge regarding such conduct of the authority having power to make the remission.

A court of inquiry respecting a prisoner of war still absent and not known to have died in captivity will be regarded as a provisional court of inquiry only.

Where an authority who has power under section 52-A, I. A. A. and I. A. A., Rule 163-A, to make provision for the dependants of a prisoner of war considers that such provision should be made but is unable to make it owing to no remission of the forfeiture of pay and allowances of the prisoner of war having been made he will, if not himself empowered to make the remission, refer the matter to the authority who has that power.

274. Panchayats.—Courts of arbitration (panchayats) may be held in Indian units with the consent of the parties concerned, for the settlement of private disputes. The unit commander will see that the record contains the substance of the matter, the names of the arbitrators appointed by the disputants, and that of the umpire appointed by himself, and the agreement of those concerned to abide by the decision of the majority. The award, which in the case of pecuniary damages shall not exceed six months' pay and allowances, will be signed by the president. The unit commander may not set aside a legal award because he dissents from it.

275. Inquests.—Immediate information shall be given to the police of the death of any person subject to the A. A. or I. A. A. or any member of his family by suicide, violence, accident, or under suspicious circumstances. The O. C. on the spot shall, except as provided for in section 134 (3) A. A. only convene a court of inquest where the death occurs at a place out of British India for which no criminal court has been constituted by the G. G. in Council. The procedure of such courts of inquest shall follow the rules laid down in the A. A. "Rules of Procedure."

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275-A. Explosions and accidents.—(*i*) Should an explosion, ignition, or accident of an explosive nature occur in a magazine, cartridge store, or other place where government explosives are stored or during the firing of a gun, etc., or with any kind of grenade, bomb, explosive, ammunition or firework, involving severe injuries to personnel or extensive damage to material, in India, the officer commanding will notify the occurrence by telegram to the (*a*) officer commanding the district or independent brigade concerned, (*b*) G. O. C.-in-C. of the command, (*c*) Master general of the ordnance, (*d*) Director of equipment and ordnance stores, (*e*) Chief ordnance officer.

(*ii*) If the explosion, ignition, or accident occurs in a magazine, explosive stores, or other place not in Indian Army Ordnance Corps charge, D. E. O. S. and C. O. O. need not be informed.

(*iii*) In the event of the explosion, ignition or accident not involving injury to personnel or extensive damage to material, the officer commanding will notify the occurrence direct to the Director of Artillery and in cases where I. A. O. C. units are concerned, also to the C. O. O.

(*iv*) Where the explosion or accident is due to the firing of a fuze, grenade, tube or other ammunition of a mechanical nature, whether separate or with assembled ammunition, the whole or recovered portion of the mechanism and fragments of shell, etc., must not be broken down locally, but must be set aside, together with samples, if any in store, of ammunition of the same nature, lot number or design and date of filling, pending investigation by the Director of Artillery.

Where the explosion or accident is due to causes such as the break up of a shell in the bore, blowback, etc., immediate enquiry will be made into the circumstances, and arrangements will be made to have the gun examined by an O. M. E. or other officer deputed by the Director of Artillery and a record of particulars of the ammunition involved in the accident, *i.e.*, name of manufacturer, lot No., date of filling, etc., will be taken by the unit concerned. 391 M.G S (2-A).

In all cases, the officer commanding the battery will be responsible that the provisions of this paragraph are strictly complied with, and the camp commandant will be responsible for all further action in this respect. In the event of any such accident occuring with guns which are being fired for purposes other than practice, *e.g.*, operations in Waziristan, the officer commanding Royal artillery, will be responsible that the above provisions are complied with.

(*v*) If a court of inquiry is ordered to assemble to investigate the occurrence, the time and place of assembly will also be notified to the Director of Artillery who will, if he considers it necessary, direct an officer of the inspection staff to attend the court. Failing the attendance of such officer arrangements will be made by the D. E. O. S. whenever possible for the attendance of an I. O. O.

A copy of the proceedings of the court of inquiry will in all cases be forwarded to the Master General of the Ordnance.

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5. COMMITTEES OF ADJUSTMENT.

276. Procedure.—The Regimental Debts Act, 1893, and the regulations under that Act, lay down the course to be followed in the case of death, insanity, desertion, absence without leave, or conviction by a civil court for an offence which by the law of England is felony, of any person subject to the A. A. When a person subject to the A. A. dies at a station in India the station commander will detail one or more officers to secure the effects of the deceased which are on the spot and to carry out any instructions of the committee of adjustment.

277. Assembly.—When it becomes necessary to assemble a committee of adjustment on the estate of a deceased officer or warrant officer the necessary forms will be forwarded to the unit or station commander by the Secretary to the G. of I., in the A. D., on receipt of intimation of death without any further application on his part. In the case of a British service officer dying out of India or of an officer who is insane or a deserter the unit or station commander will apply by telegraph to the Secretary to the G. of I., in the A. D., for the necessary forms. In all other cases the proceedings in duplicate will be recorded on A. F. O. 1625, and will in the case of those borne on the rolls of, but not serving with, a unit, be sent to the officer in India having charge of their duplicate attestations who will be responsible for the disposal of the surplus.

278. Casualty at a civil station.—A committee of adjustment on the estate of a person who did not reside at a military station, will be assembled at the nearest station.

279. Public property to be returned.—A list of any articles of public property found among the effects, will be sent by the committee of adjustment to the convening officer, by whom they will be returned to the proper quarter.

280. Delay in closing estates.—When the accounts of the estate of an officer or warrant officer are not closed within three months, the officer convening the committee of adjustment will report the cause of delay to the Secretary to the G. of I., in the A. D. Where the estates of n.c.os. and soldiers of the U. L. are concerned, a similar report will be made to the district commander.

6. LEGAL PROCEEDINGS.

281. Institution of civil suits.—(For instructions on Criminal proceedings, see Appendix IX.)

(i) No legal proceedings shall be undertaken on behalf of Government without the sanction of the district commander who may, on the advice of the proper government law officer, sanction the institution or defence of civil suits (or appeals). The conduct of the case will rest with the government law officer, if available, the payment of his fees being sanctioned by the district commander at the rates and under the conditions obtaining in the locality under the civil rules of the province concerned; otherwise the employment of a selected private practitioner may be sanctioned

B-6478-
A. G.-8.

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by the district commander who may fix the fees in consultation with the government law officer. All cases concerned with titles to military lands will be referred for the orders of the Government of India.

(*ii*) (*a*) A list of government law officers who may be consulted is given in Appendix IX-A. The procedure with regard to consulting these officers is governed by the rules on the subject framed by local governments in whose jurisdiction the area of the military commander concerned is included. In the case of a military area which is situated within the jurisdiction of more than one province, the law officer of the province in which the case upon which advice is sought originated should be consulted [but see note (2) to the appendix quoted].

(*b*) When a case originates in an Indian state the matter will be referred in the first instance to the political officer of that State. In the event of his being unable to dispose of the case through diplomatic channels or when further advice of a purely legal character is required, the matter may be referred to the government law officer.

(*c*) In cantonments in Indian states which are under a local government or the Government of India, the military commander will apply direct to those governments and not to the political authorities.

(*iii*) When an officer receives intimation that a civil suit has been or is likely to be instituted against government or a public servant in his official capacity, he will report the circumstances to the district commander in order to avoid *ex parte* decrees being made against government. In this connection it should be remembered that section 80 of the Civil Procedure Code requires two months' notice of such a suit to be given as therein specified, before a valid suit can be instituted.

(*iv*) To enable the district commander to decide on the advisibility of instituting legal proceedings, the officer immediately concerned will prepare a memorandum detailing the circumstances which render the suit necessary and an exact statement of the claim. This shall state the subject of the claim, its amount, when it accrued, steps taken to obtain satisfaction, pleas urged by the defence and the answers to such pleas. Copies of all important documents (with translations if in the vernacular) should accompany the memorandum.

(*v*) If it is desired to institute a civil suit for the recovery of moneys due to government, the officer immediately concerned will ascertain from the civil officer of the district in which the defendant lives whether the sum could be paid by him. If the civil officer reports that the defendant is in a position to satisfy a decree for the amount claimed, application for sanction shall be made to the district commander.

(*vi*) When government sanction the defence or prosecution of a suit in which a public servant is implicated, the fee of only one counsel will be allowed. A.-6333 (A.G.-8).

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A.-47958 (A.G.-8).

281-A. Civil Suits against M. T. Drivers involved in traffic accidents.—Instructions regarding the defence of officers and soldiers, against whom claims at civil law are preferred in respect of damage to persons or property arising out of accidents in which they may be involved when driving mechanical transport vehicles, will be found in Appendix IX-B.

282. Civil rules affecting soldiers.—Rules regarding the procedure in connection with suits by or against soldiers are contained in the first schedule to the Code of Civil Procedure, 1908, Order V, Rules 28 and 29, and Order XXVIII, Rules 1 to 3.

283. Service of summons.—(*a*) *Officers.*—The summons in a civil suit against a British officer should be served direct by the court. The unit commander has no legal authority to receive or serve such summons.

(*b*) *Soldiers.*—The unit commander will serve the defendant the copy of the summons received from the court and after obtaining the written acknowledgment thereon will return it to the court under his own signature. If the defendant authorises any person to act for him (see para. 285), such authority will be attached to the copy of the summons returned to the court. If the summons cannot be served it will be returned to the court with an explanation.

A-27025 (A. G.-8).

284. Attachment of pay.—(*a*) *Officers.*—The decree of a civil court against the pay of a British officer is limited to one half of his monthly pay. The pay of an officer attached under decree by a civil court is his full pay after deducting syce allowance and allowance in lieu of forage, local allowances, tentage presidency house rent, fund subscriptions and income-tax. Recovery will be made by the C. M. A. concerned and the amount remitted direct to the court that made the decree.

(*b*) *Soldiers.*—The pay of a British soldier and that of all persons subject to the I. A. A. is exempt from attachment.

In the event of an order of attachment being issued by a civil court the officer receiving the order will at once take steps in the name, and on behalf of the soldier or other such persons, to have the attachment set aside, and with this view he shall apply for the necessary legal assistance from the solicitor to the local government or other officer he is entitled to consult on matters of civil law. In the event of the court upholding the attachment, a similar application shall be made for a revision of the judge's order.

285. Appointment of an attorney.—Where any officer or soldier actually serving the government in a military capacity is a party to a suit and cannot obtain leave of absence for the purpose of prosecuting or defending the suit in person, he may authorise any person to sue or defend in his stead (Code of Civil Procedure, First Schedule, Order XXVIII, Rule I). In the case of Indian officer or soldier, an authority in the following form will be sent to the court in which the case is to be heard.

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Whereas I (name) inhabitant of village.....
pergunnah.....in the district of.....
son of..... of the caste of.....,
at present rank in....., company.....
regiment....., stationed at..... having occasion to institute (or defend) an action for (nature and object of suit and name of adverse party), do hereby nominate and appoint (name, residence and caste and relationship if any) to be my attorney, and I bind myself to abide by whatever he, the said attorney may do on my behalf in the prosecution (or defence) of the said suit. The said attorney will either prosecute (or defend) the suit in person, or will appoint one or more of the authorized vakils of the court to prosecute (or defend) the same, under the instructions of the said attorney, as he may think proper In the event of an appeal being preferred from the judgment passed in the suit, the said attorney is hereby empowered to act for me on the appeal in a like manner as in the original suit.

Signature.....

Signed in my presence.....O. C.

286. Powers of attorney exempt from court fees.—A power of attorney to institute or defend a suit executed by an officer or soldier in military employ, is not chargeable with any court fee (section 19, cl. 1, Act VII of 1870).

287. Disposal of soldiers suits.—Civil courts have been enjoined to dispose of all suits for the prosecution or defence of which officers, soldiers or reservists who have obtained leave of absence, irrespective of the order in which they stand on the register and as speedily as is consistent with the administration of justice. Any complaint as to the non-observance of this rule will be submitted to the local government concerned.

288. Civil officer may extend leave.—When a person subject to the I. A. A. obtains or applies for leave of absence for the purpose of prosecuting or defending a civil suit, he shall be provided by his unit commander with a certificate to enable him to obtain priority of hearing (I. A. F. D.-902). The certificate shall be presented in person to the court. If the case cannot be disposed of within the period of leave granted, the civil officer concerned may grant leave for such period as will admit of the receipt of a reply to an application to the unit commander for the necessary extension of leave. The civil officer will at once report to the unit commander any grant of leave sanctioned by him.

290. Exemption from statutory labour.—Indian soldiers, reservists, and pensioners are exempt from the compulsory statutory labour which is authorized by Madras Act I of 1858; Act VIII of 1873 (Northern India Canal and Drainage Act); and the Bombay Irrigation Act, 1879.

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CHAPTER IX.—MILITARY TRAINING AND EDUCATION.

1. MILITARY TRAINING.

General.

291. (*a*) General instructions as to military training including educational training are laid down in the training manuals, and the Indian supplements and addenda thereto.

(*b*) Instructions regarding the training of reservists are contained in paragraph 170 *et seq* of these regulations.

(*c*) The general conditions of eligibility for proficiency pay are laid down in King's Regulations and Pay and Allowance Regulations.

Physical Training.

292. The Inspector of Physical Training, Duties of—(See Appendix XXIX).

292-A. Command superintendents of physical training are members of the army physical training staff in India, and will act as technical advisers to the G. Os. C.-in-C., to whom they are responsible for all questions that arise in connection with physical training and its correlated subjects, also that the regulations on the subject of physical training and exercises, skill at arms, etc., are complied with throughout the command.

Command superintendents will correspond direct with the inspector of physical training on all purely technical and departmental matters.

14049-G. S., (M. T.-1).

293. Each of the British and Indian units shown below will maintain the following number of Indian qualified assistant instructors, not above the rank of havildar (for British instructors see King's Regulations).

26082 (G. S., M. T.-1).

	Paid.	Unpaid.
Indian cavalry regiment	2 (*c*)	1
R. H. A. battery, field and medium battery, R. A.	..	1
Light battery, R. A.	1	..
Mountain battery, R. A.	1	1
Royal artillery training centre	4 (*a*)	4
Mountain artillery training centre	14 (*a*)	6
Divisional ammunition column	1	1
Heavy artillery, Bombay	1	2
Heavy artillery, Karachi	..	1
K. G. O. Bengal sappers and miners	3 (*b*)	3
Q. V. O. Madras sappers and miners	3 (*b*)	3
Royal Bombay sappers and miners	3 (*b*)	3
Divisional headquarters company sappers and miners	..	1
Field company sappers and miners	1	1
Field troops, sappers and miners	..	1
Army troops company, sappers and miners	..	1

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	Paid.	Unpaid.
Railway company, sappers and miners	1	1
Signal training centre	6 (*a*)	4
Corps signals	1	1
Divisional and district signals	1	1
Signal troops	..	1
British infantry battalion	..	1
Indian infantry battalion (active)	2	2
Pioneer battalion (active)	2	1
Gurkha battalion	4 (*b*)	2
1/4th Hazara pioneers	4 (*b*)	1
Training company (Indian infantry or pioneers) of a training battalion	2 (*a*)	..
Viceroy's bodyguard	..	1
Cavalry brigade transport company	1	1
Infantry brigade transport company	1	1
Divisional troops transport company	1	1
Camel transport company	1	1
Camel transport company (lower est.)	1	..
Mule transport company (lower est.)	1	..
Transport depot	1	1
Indian hospital corps company	2	..

NOTES.

1. (*a*) Intended for the training of the recruits. The allowance will only be drawn provided the assistant instructor concerned is actually employed in teaching physical education to recruits in the unit.

(*b*) Out of this number, 2 are intended for the training of recruits. The allowance will only be drawn provided the assistant instructor concerned is actually employed in teaching physical education to recruits in the unit.

(*c*) Out of this number 1 is intended for the training of recruits. The allowance will only be drawn provided the assistant instructor concerned is actually employed in teaching physical education to recruits in the unit.

2. (*a*) To be considered as "qualified" an assistant instructor must be in possession of a certificate, or refresher endorsement, granted at the Army School of Physical Training on, or after, the 1st May, 1923. This certificate will be valid for a period of 4 years from the date on which it was granted, but Commanding Officers may detail an assistant instructor to attend a refresher course before the expiry of the 4 years.

In the case of I. A. S. C. and I. H. C. units, the allowance is also admissible to N. C. Os. employed in teaching physical education to recruits in these units, provided they are in possession of an Indian short course pass form, issued at the Army School of physical training. 26082 (G. S., M. T.-1).

(*b*) To re-qualify, an assistant instructor must attend a refresher course at the Army School of physical training and then have his certificate endorsed.

(*c*) Assistant instructors detailed for duty with training battalions or centres should be in possession of at least a "2nd class" certificate, as holders of "Standard" certificates are not considered suitable to teach recruits. 22592 (G. S., M. T.-1).

294. All physical training and exercises, including physical training, games carried out as part of the training of a soldier under the supervision of a physical training instructor, or platoon or company commander, and during parade hours, are compulsory, and injuries sus- (A-24068-A. G. 14).

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tained by officers and men taking part in such parades will be considered to have occurred while on duty. Games and sports which take place out of parade hours are not compulsory, but injuries or death sustained by officers and men resulting from regimental games and other physical recreation definitely organised by, or with the approval of proper military authority, should be regarded as due to the service

Small arms and machine gun training.

22417 (G. S., M. T. 1).

295. (*a*) The Commandant, small arms school, India, is responsible for co-ordinating instruction in the handling and employment of the rifle, light automatics, bayonet, grenade, revolver, machine gun and range finder, as imparted at the two wings of the school, located at Pachmarhi and Ahmednagar, and for carrying out inspections of the small arms and machine gun training of units and training in the use of the rangefinder, as well as the inspection of personnel of units and forts armed with machine guns, as required by the C. G. S. He will act as technical adviser to the C. G. S. in small arms and machine guns, and will carry out such experiments as may be required. He will receive the small arms and machine gun firing returns of all units of the army in India, and, after collation, render an annual report to the C. G. S. on the training of units under these heads.

(*b*) The officers commanding the two wings of the small arms school are designated as commandants of their respective wings and are vested with the powers of an officer commanding a unit.

(*c*) All ordinary correspondence on weapon training matters will be addressed to the commandant, small arms school, India, Pachmarhi, who will refer to the C. G. S. when questions of weapon training policy are concerned.

22417 (G. S., M. T. 1).

Correspondence connected with appointments to the staffs of the respective wings will be dealt with by the C. G. S.

Correspondence of a minor nature, such as the submission of the names of students desirous of attending a course, routine, and all administrative questions, will be addressed to the commandant of the wing concerned.

Signalling.

296. The Signal Officer-in-Chief, Duties of—(See Appendix XXIX).

296-A The chief signal officer at the headquarters of each command is responsible for the supervision of the signalling training of all units in the command and will be assisted in the performance of this duty by Os. C. signal units allotted to formations. He is also the technical adviser to command headquarters on all matters connected with signal units and with the co-ordination of signal training in other arms.

297. The annual individual classification of all unit signallers will be carried out by the unit signalling officer ; the signallers of R. A. units will be classified by an R. A. signalling officer wherever possible.

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In a unit which has no qualified signalling officer or whose signalling officer's certificate is more than five years old, arrangements will be made by the district or independent brigade headquarters for the classification to be carried out by a qualified officer from another unit.

In units who have been found to be below standard in any one year, an officer of the Indian signal corps may be used to classify the unit signallers the following year.

297-A. The signallers of all units will be inspected annually in a collective test as prescribed in Signal Training (all arms). These tests will be carried out whenever possible by an officer of the Indian signal corps, on behalf of the G. O. C. district or independent brigade area.

297-B. Each unit will maintain in addition to its peace establishment of signallers fully trained supernumerary signallers up to 25 per cent of that establishment.

297-C. Instructors and assistant instructors in units will be appointed annually. Squadron and company sergeant majors and quartermaster sergeants and n. c. os. of the Indian army who hold regimental appointments (such as pay daffadar, havildar, or naik, quartermaster daffadar or havildar, clerks, writers, schoolmasters, etc.), will not be employed as assistant instructors of signallers.

Only those soldiers under the rank of sergeant, or corresponding rank in the Indian army, whose full time is available for continuous signalling work will be appointed regimental signallers.

297-D. In British and Indian units except pioneers, in addition to the trained signallers, all officers and n. c. os. and at least 20 per cent. of the men in cavalry, mobile artillery, infantry and 6 per cent. in other arms will be trained regimentally to send and receive messages by semaphore signalling without flags. In pioneer battalions the officer commanding will use his discretion as to what percentage of officers, non-commissioned officers and men are trained in semaphore, the extent to which it is carried out depending on the time available after the completion of technical pioneer training. (16438 G. S., M.T. 1).

297-E. When two or more units are quartered together at a station where there is no officer of a signal unit, an officer will be appointed brigade or station signalling instructor to train signallers in brigade practice.

297-F. All signalling certificates will lapse after 5 years—Instructors will not be sent to the army signal school to renew their certificates except in special circumstances, and then only with the concurrence of the G. O. C.-in-C. of the command. Assistant instructors will only be sent to the army signal school to obtain a fresh certificate on appointment as senior paid assistant instructor, (paid assistant instructor, in the case of R. A. batteries and armoured car companies), or whilst holding this appointment. No non-commissioned officer will hold the (26527 G. S., M. T. 1).

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appointment of senior paid assistant instructor, or paid assistant instructor in R. A. batteries, and armoured car companies, for more than 5 years.

298.

299.

300.

2. EDUCATIONAL ESTABLISHMENTS AND COURSES OF INSTRUCTION.

(a) Educational establishments.

1. General.

301. Detailed instructions as to dates on which courses commence the number of vacancies allotted, selection of candidates to attend and all other details regarding schools, courses, etc., referred to in this section will be published in India Army Orders or in the pamphlet " Courses of Instruction, India ".

The Staff Colleges.

302. Staff Colleges, Camberley and Quetta.—The rules relating to the staff colleges, Camberley and Quetta, are given in King's Regulations.

302-A. Nomination of Officers.—The officers who are nominated by H. E. the C.-in-C., will be selected from among those who qualify but are not successful in the competitive examination.

As a general rule, nominations will be made from officers who have qualified at the last examination, but officers who have qualified at previous examinations will also be eligible for nomination provided the age limit has not been reached.

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Recommendations for nominations should not be submitted to Army Headquarters. H. E. the C.-in-C., has at his disposal all necessary information regarding the age, service, professional qualifications, etc., of officers, and the marks obtained in all examinations.

302B. Simultaneous examination for both colleges.—A simultaneous examination for admission to both staff colleges, on identical papers, will be held each year, commencing on the last Tuesday in February.

Candidates can be examined at any of the following places in India, Peshawar, Kohat, Loralai, Rawalpindi, Delhi, Lahore, Karachi, Dera Ismail Khan, Quetta, Lucknow, Meerut, Calcutta, Mhow, Poona, Secunderabad, Bombay, Bangalore, Maymyo, Rangoon.

Candidates will normally be examined at the nearest examination centre to where they are stationed. Should any departure from this procedure be necessary all arrangements will be made by the districts concerned and A. H. Q. informed of the change.

The station entered on the application form (A. F. C. 2112) will be taken as final).

The Senior officers' school.

303. The objects of the senior officers' school are :—

(*a*) to disseminate and inculcate sound tactical principles as laid down in the official manuals, thereby ensuring uniformity of methods in their application throughout the Army.

(*b*) to teach officers how to teach and to give them practice and instruction in the preparation and conduct of tactical exercises.

(*c*) to give instruction to officers in the administration of a battalion or equivalent unit, according to the a m of the service to which they belong.

(*d*) to g ve senior officers of all arms an opportunity of exchanging ideas on matters connected with the trai ..ng and administration of units.

303A. All officers of the regular army, subject to the modifications in K. R. paragraph 834, are required to undergo a course at this school before promotion to the rank of substantive lieutenant colonel or colonel, or appointment to command of an unit.

Exceptions to the above rule are :—

(*a*) In unforeseen circumstances when a major or brevet lieutenant-colonel becomes due for promotion before attending the senior officers school, he may be promoted provisionally on the understanding that he attends the first available course

(*b*) Officers employed on the instructional staff of the school, who have not done a course at a senior officers' school will be

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reported on by the commandant as to their fitness for command. If such report is satisfactory the officer will not be required to undergo a course after such employment.

(c) Officers of the Royal Army Medical Corps, Indian Medical Service, I. A. O. C. and Royal Army Veterinary Corps are exempt, also officers permanently appointed to the Judge Advocate General's, Military Farms, Cantonments and Army Remount Departments, Indian Army officers at general duty and in civil and political employ who are no longer borne on the rolls of their units.

303-B. A confidential report will be made by the commandant on each officer at the tersmination of the course. The report will be communicated to the officer reported on and will then be forwarded to the units concerned for transmission through the usual channels to the Military Secretary, Army Headquarters. Reports are required in duplicate in the case of British service officers and in original in the case of Indian army officers. No copies will be kept at the school.

The commandant of the school in making his reports will take into consideration :—

(a) The personality of the officer.

(b) Tactical knowledge.

(c) Knowledge of detail, with regard to the ability to conduct the training and administration of a battalion or equivalent unit.

O.-4383 M.S.-3. Officers who receive an unfavourable report at the senior officers' school will not be allowed to undergo a second course at the school.

The school reports are not final, but are taken into consideration with an officer's past records by the selection board at Army Headquarters.

303-C. Officers of the Indian army will, under special circumstances only be allowed to attend the senior officer's school in England, whilst on leave there. Extension of leave will rarely be sanctioned for this purpose.

The Equitation School.

304. The objects of the equitation school are :—

(a) To train officers and non-commissioned officers, British and Indian, as instructors and assistant instructors for all mounted branches of the army and to inculcate sound principles of horsemanship and horsemastership.

(b) To teach tactics with a view to ensuring a uniform system of training.

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The School of Artillery (India).

305. The school of artillery (India) is established :—

(*a*) To instruct artillery officers, warrant officers and non-commissioned officers, in practical gunnery, practical care of equipment and as instructors in these subjects.

(*b*) To provide the gunnery staff for the various practice camps.

(*c*) To carry out experiments in connection with gunnery problems, equipment, ammunition, etc., peculiar to India.

(*d*) To supply Brigadiers R. A. and artillery units with information on drill, equipment, etc.

(*e*) To carry out such experimental work as may be required by the M. G. R. A. or Director of Artillery.

The Small Arms School.

306. The small arms school consists of :—

(*i*) Headquarters.

(*ii*) Pachmarhi wing (rifle, light automatic, bayonet, grenade, revolver).

(*iii*) Ahmednagar wing (machine gun).

The object of the school is :—

(*i*) to train officers, warrant officers and non-commissioned officers as instructors in weapon training.

(*ii*) to keep in close touch with weapon training methods in units and to ensure thereby, and by the teaching at the school, that small arms training throughout the army in India is conducted on a uniform system and in accordance with the manuals [See paragraph 295 (*a*)].

The Army Signal School.

307. The object of this school is to maintain a uniform system of training in signalling throughout the army in India—British and Indian officers and non-commissioned officers will be trained as instructors and as assistant instructors in signalling for their units and will be granted certificates as such by the commandant of the school.

The Royal Tank Corps School.

308. The royal tank corps school is designed :—

(*a*) to train officers and non-commissioned officers of the Royal Tank Corps to act as instructors in armoured car drill, the webley revolver, armoured car machine gunnery, and the tactical handling of armoured cars.

(*b*) to train officers and non-commissioned officers of the Royal Tank Corps as instructors in driving and maintenance of armoured cars and other mechanically propelled vehicles,

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and to train (and trade test when eligible) non-commissioned officers and selected privates of the Royal Tank Corps as driver mechanics, class I, and as drivers internal combustion engines (wheeled and track vehicles) class II.

(*c*) to train Royal Artillery officers and Royal Artillery non-commissioned officers of mechanised units in driving and maintenance.

The Army School of Physical Training.

309. The objects of the army school of physical training are to maintain unity, continuity and progress in physical training, to promote research work in connection with the development of physical education in the army in India, and to train instructors in physical training and its correlated subjects.

The Army School of Education.

310. The school is composed of :—

(*a*) Headquarters.

(*b*) British wing.

(*c*) Indian wing.

(*d*) Special wing.

British wing.—The objects of the army school of education (British wing) are :—

(*a*) The study of methods and material of educational training required to :—

(*i*) develop the mental and moral qualities of the soldier as highly as possible in preparation for war.

(*ii*) develop the training faculties of officers, warrant officers and non-commissioned officers.

(*iii*) improve the soldier as a subject for other forms of military training.

(*b*) The instruction of officers and non-commissioned officers in the practice of educational training in the British army, up to the standard of the 2nd class certificate of education.

(*c*) The instruction of officers, warrant officers and non-commissioned officers of the Army Educational Corps and of army schoolmistresses in up-to-date methods of children's education.

Indian wing.—The objects of the army school of education (Indian wing) are as laid down in "Educational Training (Indian Army) 1925".

Special wing.—All students under instruction at the British and Indian wings will also receive instruction in gas defence training. In addition, courses at this wing will be held for officers and non-commissioned officers of all arms and services.

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The Prince of Wales's Royal Indian Military College, Dehra Dun.

311. The object of this college is to train suitable Indian candidates for entry to the Royal Military Academy, Woolwich, the Royal Military College, Sandhurst and the Royal Air Force Cadet College, Cranwell, with a view to qualifying for the grant of the King's commission in the Indian Army. Students of this college are also eligible for admission to recognised veterinary colleges in the United Kingdom with a view to obtaining commissions in the Indian Army Veterinary Corps. The course of training at the college and the conditions of admission thereto are contained in the pamphlet entitled " Regulations for the Prince of Wales's Royal Indian Military College, 1929," copies of which have been placed on sale with the Manager, Government of India Central Publication Branch, Calcutta.

The Kitchener College.

311-A. The object of this college is to assist commanding officers in preparing non-commissioned officers for promotion to commissioned rank and in educating them and junior Indian officers up to a standard required of a platoon (or equivalent unit) commander.

The King George's Royal Indian Military Schools.

312. These schools are intended to provide education for the sons of soldiers of the Indian army, with a view to a career in their fathers' regiments or corps.

Particulars regarding conditions of admission, course of training, etc., will be found in the " Provisional Regulations for the King George's Royal Indian Military Schools ", copies of which can be obtained on payment from the Manager, Government of India Central Publication Branch, Calcutta.

The Army School of Cookery.

313. The objects of this school are to ensure the adequate and uniform training of all ranks who are required to cook for, or to supervise the cooking arrangements of British units in India and to instruct all concerned in the best and most economical uses of the ration with a view to establishing a high standard of feeding the soldier.

The I. A. O. C. School of Instruction.

314. The school is intended

(*a*) to train junior officers and n. c. o's. in the I. A. O. C. in ordnance duties and to afford regimental officers and non-commissioned officers who are desirous of entering the corps an opportunity of qualifying for admission thereto. (64651 Q.-9) (A.I.I.B. 217 of 1927).

(*b*) to train junior clerks employed in the corps.

(*c*) to train selected I. O. Rs. of the I. A. O. C.

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Courses will last for at least ninety days and will be arranged at such times and for such longer periods as the Q. M. G. may from time to time decide, according to the numbers of the students selected annually up to the following maxima :—

British officers	12
British non-commissioned officers	18
Asst. Storekeepers	6
Indian other ranks	40
Indian clerks	8

The Army Veterinary Schools.

315. The objects of the schools are to instruct personnel of the British and Indian services in veterinary first aid and animal hygiene and to investigate questions affecting the health and efficiency of military animals.

Attendance at an army veterinary school is compulsory for officers of the mounted branches of the service, including officers of the I.A.S.C. unless they have attended a course at the equitation school, Saugor.

Mechanical Transport Depot.

316. The object of the M. T. depot is :—

(*a*) to train B. Os. and other ranks in M. T. duties.

(*b*) to train Indian recruits as motor drivers for the M. T. branch of the I. A. S. C.

(*c*) to provide refresher courses from time to time, as may be required for Indian officers and other ranks.

Indian Army Service Corps Training Establishment.

317. The objects of the I. A. S. C. training establishment are :—

(*a*) to train junior officers and non-commissioned officers in supply, animal and transport duties. The students may be either permanent junior officers and n. c. o's of the I. A. S. C. or candidates for appointment in the corps.

(*b*) to enable lieutenants to attend a qualifying course in I.A.S.C. subjects prior to promotion to captain.

(*c*) Captains may qualify at a senior I. A. S. C. officers course in lieu of passing in subject (*q*) for promotion to major , *vide* Appendix VIII.

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(b) Courses and classes of Instruction.

Intelligence Course.

318. The objects of these courses are :—

(*a*) To fit regimental officers, officers of the army educational corps, and officers of the army in India reserve of officers to undertake intelligence duties in war.

(*b*) To give advanced courses for specially selected British officers and other ranks by affording them an insight into the duties of intelligence liaison sections with the R. A. F., the functions of frontier intelligence organisations and organisation and duties of the intelligence section of the General Staff Branch, Army Headquarters.

(*c*) To train specially selected Indian officers, N. C. Os. and men to undertake intelligence duties.

318-A. The location of British officer's courses (other than advanced courses) will be decided by commands : advanced courses by Army Headquarters ; and I. O.'s and I. O. R.'s courses by the intelligence officer, Peshawar.

(*a*) British officer's courses of one month's duration will be held each year in each command.

(*b*) Advanced courses :—

(*i*) For specially selected British officers and British other ranks in the duties of intelligence liaison sections with the R. A. F., duration, two months.

(*ii*) For specially selected British officers with frontier intelligence organisations in Northern and Western commands, duration, one month.

(*iii*) For specially selected British officers with the intelligence section, General Staff Branch, Army Headquarters—duration, two months.

(*c*) One I. Os. and I. O. Rs. course each year in India.

All courses enumerated under (*a*) and (*b*) above may be undergone by the same officers and, for the purposes of pay and allowances as defined in P. & A. Regulations, are separate courses.

Survey Classes.

(See Appendix XVIII).

319. (*a*) Twenty-six non-commissioned officers and men of the Indian army will be trained annually at Roorkee as surveyors. The period of the course will be from the 1st July to the 30th April. Candidates should be young soldiers (17332 G. S. M. O.-3)

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preferably below the rank of dafadar or havildar. On selection they will be required to extend their colour service for such period as will complete 15 years from the date of their attestation. Such men will not be transferred to the reserve; if transferred to the Survey Department they will be allowed to take their discharge or be transferred to the unattached list.

No discharge of such men will be granted without reference to the C. G. S.

(*b*) During the courses students will not be seconded in their regiments. They will receive regimental rates of pay plus field survey allowance, *vide* P. and A. Regulations, Part II.

(*c*) The General Staff will have the first lien on the services of these men for employment, either on active service or for exploration and reconnaissance.

(*d*) A proportion of Indian soldier surveyors who pass out of Roorkee annually will be attached for extra training to the Survey Department under arrangements made between the Surveyor General and the C. G. S.

(*i*) This extra training shall be, for all men, for a period of two field seasons and one recess season, during which time the men will not be seconded in their regiments.

During the recess season the men will not be returned to their regiments, but will return with the party to its recess quarters and be trained by the officers in charge of the party in drawing. During this time the officer-in-charge of the party will be authorised to grant furlough up to two and a half months to men, with free passage to and from their homes under the conditions governing the grant of such passages in the case of Indian troops laid down in Passage Regulations, India.

(*ii*) At the end of this training the Surveyor-General will supply the C. G. S. with a report on all men who have completed two seasons in the field, showing which men he desires to retain with the Survey of India for a further period of three years to complete the five years training.

(*iii*) Men under training during this period will be seconded with effect from the date they are retained by the Surveyor-General for the further training and will not draw any regimental pay or allowances. The Surveyor-General shall, however, have power to send a man back to his regiment who does not work satisfactorily.

(*iv*) During this period of extra training a man shall not be liable to be " claimed " for work under the General Staff

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or any other department except in the case of war, and then only in the case of men trained under rule (*d*) (*i*) and not those under rule (*d*) (*ii*).

(*v*) At the end of the whole period of five years such men as are finally approved by the Surveyor-General shall have the option, with the concurrence of the C. G. S., of being transferred permanently to the Survey Department.

(*e*) Beginning with the 1st September, following the date on which he passes the course, every qualified surveyor will, unless he is extra-regimentally employed on survey duties, submit annually a sketch and report. The officer commanding the man's corps will set the exercise. If a position is selected, it will be at least one square mile ; if a reconnaissance, then at least ten miles. The time taken will be entered on the sketch which must be executed without assistance. If the brigade commander considers the work satisfactory, he will grant a certificate of efficiency which will be valid for twelve months from the 1st October. The officers under whom surveyors are extra-regimentally employed will grant similar certificates without examination, and in the case of men working under the orders of the C. G. S. about the time of the yearly examination, the certificate for the ensuing year will be dispensed with.

(*f*) Any promotions, reductions, discharges, transfers, deaths, that may take place amongst Roorkee-trained surveyors whilst with their units should be reported by the officer commanding, as they occur, through the usual channel to the C. G. S.

319-A. Three Indian instructors are allowed for the Indian military survey class at Roorkee :— **(17332 G. S., M. O.-3).**

(*a*) The chief instructor (if not a jemadar) will be promoted to the rank of jemadar after one year's probation and to the rank of subedar after five years as jemadar.

(*b*) The assistant instructor (if not of the rank of havildar) will be promoted to the rank of havildar after one year's probation.

319-B. The following advantages are open to Roorkee surveyors :—

(*a*) Eligibility for the "MacGregor Memorial Medal," with money grant up to Rs. 100. This is awarded annually to the officer or soldiers who has done the best reconnaissance during the previous year.

(*b*) Money grants from the General Staff (M. O.-3) to men who display special talent for military reconnaissance (each case is decided on its merits).

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(*c*) Transfers to the survey and other civil departments are permissible. In such cases all periods of military service after the age of 20 years are allowed to count towards civil pension.

(*d*) Employment on private railway surveys beyond the frontier, with officers, and if considered desirable by the General Staff, with private travellers ; at special rates of pay, ordinarily double those laid down, with frequently double regimental pay.

(*e*) When employed on field service, money grants are frequently given, in addition to the ordinary field pay, for exceptional work.

(*f*) See also P. and A. Regulations, Part II, paragraphs 136-V and 300.

Army Co-operation.

25798 G. S., M. T.-1. A.I.I. B.-44 of 1929.

320. A two months' army co-operation course will be held annually at Quetta for the training of intelligence liaison officers, squadron artillery officers, their clerks and draughtsmen. Vacancies will be allotted annually as follows :—

2 Intelligence liaison officers.

2 Squadron artillery officers.

4 clerks.

4 draughtsmen.

Officers attending the course should have less than 7 years' service.

Draughtsmen should, if possible, be selected from those who have attended a draughtsmen's course at the Simla drawing office.

Equitation.

321. Riding classes for officers of infantry, engineers and heavy artillery, will be formed by districts, whenever and wherever convenient. On all points, the rules in K. R. under this head will apply. A certificate on I. A. F. X-1843 will be given to those who qualify.

Medical officers below the rank of major will be required to go through a course of riding ; also sub-assistant surgeons attached to Indian cavalry regiments, unless officers commanding are satisfied with their qualification.

Military assistant surgeons (warrant officers) will go through a course of riding of one month's duration with a British mounted unit in stations where such are quartered.

Districts will arrange for refresher courses as opportunity offers.

An officer who has not previously belonged to a British mounted corps will be trained in a British cavalry regiment for three months in equitation, the use of arms, drill, stable management, the principles of shoeing and veterinary first aid, as soon as possible after he joins the

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Indian cavalry on appointment or transfer. During this period he will not be placed on any regimental or garrison duty, and on its expiration the officer commanding will report on the officer, on I. A. F. X-1844. A class should consist of not less than eight officers if possible.

The fullest use will be made of all individuals on return to their units from a long course at the equitation school to hold local courses.

Local commanders should afford facilities for the attendance at such local courses of personnel of other units in the station, subject to the proviso that no extra expense to the state is involved.

Physical Training.

322. Command preliminary courses of physical training are held under the orders of G. O. C.-in-C. in commands. Their object is to prepare candidates for the Indian qualifying courses at the army school of physical training. (18554 G. S., M. T.-1).

Military Telegraphists.

322-A. In order to maintain a reserve of trained telegraphists for use with the army in war, or in emergency, a number of British soldiers will be trained as telegraphists under arrangements made with the Posts and Telegraphs Department. (B.-4739 A. G.-3).

A course of training as a military telegraphist lasts for one year and the numbers to be placed under training will be regulated by Army Headquarters. Full details of this course are contained in the publication " Courses of Instruction, India ".

Men who qualify as telegraphists will be required to transfer to " T " Company, Indian Signal Corps, and will be borne on the rolls of the I. U. L.

Pioneer Courses.

322-B. Classes will assemble as under for training men of British Infantry units as pioneers :— (27738 G. S., M. T.-1).

At Headquarters Q. V. O. Madras Sappers and Miners, Bangalore.	British other ranks from units in Southern Command and Burma district.
At Headquarters K. G. O. Bengal Sappers and Miners, Roorkee.	British other ranks from units in Northern and Eastern commands.
At Headquarters Royal Bombay Sappers and Miners, Kirkee.	British other ranks from units in Western command.

The classes will be arranged and assembled by the command in which the headquarters of the sapper and miner corps is located. The number of men attending these classes will be governed by the number required to be trained, but will not be less than five.

Certificates granted to students who successfully pass the examination, based on the syllabus laid down in " Courses of Instruction,

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India " will be regarded by the War Office as of equal value to the certificates issued to pioneers by the school of military engineering, Chatham, and holders thereof will be qualified to hold the appointment of pioneer sergeant to a battalion.

The course is also open to n. c. o's and men of British cavalry regiments who are able to undertake pioneering duties of the nature specified in the syllabus given in " Courses of Instruction, India ". In addition, ten other ranks of R. A. units may attend for field works, Part I only, at each corps.

The Commandant of each corps of sappers and miners will draw a sum of Rs. 16 per man under instruction to cover the cost of tools, materials, etc.

Instruction in pioneer duties for officers and men of pioneer battalions.

(27738 G. S., M. T.-1).

322-C. Classes for British officers and Indian ranks are held by corps of sappers and miners at Roorkee, Bangalore and Kirkee.

British officers courses.—A class will consist of a maximum of ten officers and the duration of each course will be 3½ months. If possible, all British officers of pioneer battalions will go through a course before promotion to captain.

Indian rank courses.—A class will consist of a maximum of 60 Indian ranks and the duration of each course will be 78 working days.

The commandant of each corps of S. and M. will draw the sum of Rs. 20 for each officer and man under instruction to cover the cost of materials, explosives and tools.

Refresher course for senior officers of pioneer battalions.

(27738 G. S., M. T.-1).

322-D. Courses will be held annually at the headquarters K. G. O. Bengal S. and M. Roorkee, and the headquarters Q. V. O. Madras S. and M. Bangalore. The duration of each course will be approximately 10 working days.

Each pioneer battalion, exclusive of those in Waziristan will send annually one senior officer (of the rank of major or above) to attend the course.

Pioneer battalions stationed in Northern, Western and Eastern commands will detail the officers to attend the course held at Roorkee, those stationed in Southern command and Burma district will attend the course held at Bangalore.

The S. Os. R. E. (G) of the Northern and Western commands will attend annually the courses held at Roorkee and Bangalore respectively.

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Field Works courses (all arms).

322-E. The objects of these courses are :— (27738 G. S., M. T.-1).

(*a*) to impart an up to date knowledge of those branches of field works which the various arms are required to execute in war.

(*b*) to teach correct methods of instructing in field works, with a view to officers and n. c. o.'s training their own men.

(*c*) to instruct in the principles and practice of the employment of engineers in conjunction with other arms in war.

(*d*) to afford an opportunity of an exchange of ideas between officers of the engineers and those of other arms.

One course will be held annually at the headquarters of each corps of sappers and miners, *viz* :—

at Bangalore for units in the Southern command and Burma district,

at Roorkee, for units in the Northern and Eastern commands,

at Kirkee, for units in the Western command.

The duration of each course will be 18 working days. The maximum number of students to attend at each corps of sappers and miners will be :—

British officers	20
British n. c. os.	50
I. Os. and n. c. os.	80

Trooping Duties.

323. In order to provide for the training of B. O. Rs. in embarkation and railway transport duties, six B. O. Rs. will be attached to each of the embarkation staffs at Bombay and Karachi under the orders of the A. G. in India each trooping season for practical instruction in the embarkation, dis-embarkation, and transport of troops. The course will be carried out under the orders of the embarkation commandant concerned in communication with Army Headquarters.

Those who perform the duties satisfactorily will, on the expiration of the course, be given certificates on I. A. F. X-1843 signed by the embarkation commandant and countersigned at Army Headquarters.

A list of n. c. os. and men who have been trained in embarkation and railway transport duties is maintained at Army Headquarters and should the services of these men be required at any time for special embarkation or railway transport duties or on mobilization, they will be detailed from units by the Q. M. G. through the A. G. in India.

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Units to which the men belong will furnish the following details to the Q. M. G. in India half yearly :

(*a*) change of rank;

(*b*) when due for transfer to home establishment or for discharge ;

(*c*) reasons, if any, why such men would not be available in the event of their services being required to fill special appointments or on mobilization.

Any circumstances which may occur in the periods intervening between these reports, *i.e.*, deaths, invaliding, transfer to home establishments, etc., will be reported to Army Headquarters immediately.

Animal Transport Training.

25937 G. S., M. T.-1.

324. Each cavalry, infantry, pioneer and signal unit and corps of sappers and miners will maintain, on its active establishment the following number of officers (below field rank) and men, trained in transport duties as laid down in " Courses of Instruction, India ". These orders do not apply to mechanised units.

British officers (British officers or Indian officers) in the case of Indian units	2	Who have passed a transport course during the past 4 years.
Non-commissioned officers and men . . .	10*	

*4 in the case of s. & m. units and signal units.

324-A. Mules for training purposes.—In order to enable units to carry out training in packing and loading, the supply of ammunition, disposition of transport in action and in convoy duties, the station commander may authorize the necessary number of mules, if available in the same station to be supplied to units when required.

Instruction of Quartermaster establishments at supply depots.

325. Duration of the course 3 weeks.

Courses will be held on dates fixed by Army commanders.

British or Indian officers, warrant or non-commissioned officers forming apart of the quartermasters establishment in a unit of the Indian army may be deputed by competent authority (station commander) to attend supply depots in the same or nearest station for training.

Victualling duties.

326. In every British unit the following personnel will be trained annually in victualling duties :—

British cavalry and infantry unit—2 n. c. os. or men holding 2nd class certificates.

British artillery units—1 n. c. o. or man holding 2nd class certificate.

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These courses will be of three months duration and will be held at stations and on dates fixed by district commanders who will detail the necessary qualified instructors.

Field cooking.

327. In each British unit, not less than 2 per cent. of the men will be instructed in field cooking which includes the making of chapattis and cooking with Indian appliances.

The course of instruction will last about a month and will be held under the orders of the district commander.

Butchers.

328. For the requirements of field service not less than 4 men in each British unit will be instructed annually as butchers by the I. A. S. C. under district arrangements. The course will last about three months. Men who qualify will receive certificates as butchers (I. A. F. X.-1843). Cattle will never be slaughtered by men under instruction except in the presence of a responsible subordinate detailed by the I. A. S. C. officer in charge.

Artificers.

329. Courses for men of *British units* will be held in India as follows:—

Assistant armourers at selected arsenals. . .	1st January and 1st July.
Saddlers at harness and saddlery factory, Cawnpore	1st January.
Carriage smiths at the gun carriage factory, Jubbulpore.	1st July.

Courses for the instruction of *Indians* will be held in India as follows:—

Armourers at selected arsenals	1st January.
Refresher courses for armourers at Ishapore .	1st working day of January, May and September
Saddlers and saddle-tree makers (Indian cavalry regiments) at harness and saddlery factory, Cawnpore.	1st January.
Fitters (Indian Artillery units) at selected arsenals	1st September.

Tailors.

330. Indian tailors at clothing factories, Madras and Shahjahanpur. 1st April

Quartermasters.

331. Instruction in quartermaster's duties at arsenals and clothing factories:—

British officers	January—April—July and October.
British other ranks	February—May—August & November.
Indian officers and Indian other ranks . .	March—June—September & December.

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Veterinary first aid training.

332. Non-commissioned officers and men trained in veterinary first aid either at army veterinary schools or at courses held in veterinary hospitals will be maintained on the strength of units as follows :—

Field troops, sappers and miners	2 men per unit.
Field coys. sappers and miners	1 man per company.
Corps signals	1 an per unit.
Divisional signals	3 men per unit.
District signals	2 men per unit.
Cavalry brigade signal troops	1 man per unit.
Signal training centre, India	2 n. c. os. and men.
Battalions of infantry	1 man per company and H. Q. wing.
Animal transport coys. (Higher establishment)	8 n. c. os. per company.
Animal transport coys. (Lower establishment)	2 n. c. os. per company.
Animal transport depots	4 n. c. os. per depot.
Pioneer battalions	1 man per company.

Stretcher drill, first aid, sanitation and water duties.

333. The following numbers will be trained annually in :—

(*a*) Stretcher drill and first aid to the wounded.

(*b*) Sanitation in camps and lines.

(*c*) Water duties.

Z.-5346 D. M. S.

	N. C. Os.	Ptes.
British cavalry regiment	2	16
British infantry battalion	6	36
Indian cavalry regiment	2	8
Indian infantry battalion (active)	4	26
Indian pioneer battalion (active)	3	9
Battery or coy. R.A.	2	2
Sapper and miner unit.	2	2
Signal unit	2	2

The n. c. os. and men trained in subject (*a*) should not be the same as those trained in subjects (*b*) and (*c*), but these two latter subjects may, if desired, be combined.

NOTE.—*Those already trained and still eligible for employment in the above duties on service should attend the annual course and may be included in the numbers prescribed.*

First field dressing.

Z.-5346 D. M. S.

333-A. Unit commanders are responsible that all officers, n. c. os. and men are instructed in the application of the first field dressing.

Hygiene.

Z.-5346 D. M. S.

333-B. All officers will attend a course of at least four lectures and demonstrations under arrangements to be made by district commanders.

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At district headquarters stations these lectures and demonstrations will be given by the deputy assistant director of hygiene and at other stations by that officer or by selected officers of the R. A. M. C. or I. M. S.

Officers of squadrons, batteries, companies, etc., will instruct their men in hygiene and sanitation.

Of the non-commissioned officers and men of the British and Indian units trained in sanitation under the preceding paragraphs, the following will be employed :—

	Non-commissioned officers.	Men.
Regiment of British cavalry	1	4
Battalion of British infantry	1	8
Other British units	1	1
Regiment of Indian cavalry	1	3
Battalion of Indian infantry	1	8
Other Indian units	1	1

Their duties will consist in supervising within their lines water supplies, the sale of food (except by regimental institutes), conservancy, cleanliness, disinfection, and sanitary policing generally.

While so employed they should not be detailed for other duties except musketry, and the necessary military training compatible with efficiency. When so detailed commanding officers must see that the sanitary service for which these men are responsible does not suffer, and, if necessary, other trained men should replace them.

The duties of the non-commissioned officers and men will be carried out under the immediate supervision of the medical officer in charge of the lines, to whom the commanding officer of the unit should delegate authority to issue any necessary directions regarding routine sanitary matters.

For the purposes of the above classes, each unit will be in possession of full sized diagrams (as used by St. Johns' Ambulance Association) of (*i*) artificial respiration, (*ii*) circulation of the blood, (*iii*) dislocation, (*iv*) skeleton and (*v*) muscles and ligaments. The cost of these in British corps will be charged to the regimental or garrison library. Indian corps will be provided with diagrams, and with necessary extracts from the manual for the R. A. M. C., translated into Urdu, Gurmukhi, Hindi and Tamil, at the public expense.

Regimental nursing orderlies.

333-C. British.—In order that nursing orderlies may be available for duty in hospital on mobilization a number of selected privates and

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lance-corporals trained in nursing duties will be maintained in British units. The units and the minimum number of trained nursing orderlies which they shall maintain will be notified by the A. G. With the exception of men belonging to units allotted to the field army and covering troops, all trained nursing orderlies will, on mobilization being ordered, be placed at the disposal of the D. M. S., and will not be recallable to their units. Those nursing orderlies of units allotted to field army and covering troops, who may be employed in British military hospitals under peace conditions, will on mobilization being ordered, be replaced by trained nursing orderlies of units allotted to internal security. Soldiers selected for training will be sent to a British station hospital where they will undergo a six months' course of instruction in first aid, stretcher exercises and duties of a nursing orderly, based on R. A. M. C. Training, 1911. On conclusion of the course they will be examined and those who pass a satisfactory examination will be awarded a certificate (I. A. F. X.-1843) as a trained regimental nursing orderly. The degree of proficiency attained in each subject in which the soldier has been trained, will be stated on I. A. F. X.-1843. Only reliable intelligent men of good character in possession of at least a third class certificate of education will be selected for training as nursing orderlies.

Soldiers employed in hospitals, ambulance and nursing classes will be excused all regimental duties except the usual annual course of musketry and field training and should not be changed.

Nursing orderlies will be housed, where possible in a separate block in the hospital, or in case no such accommodation exists, in the nearest British lines, and will be in charge of a n. c. o. (trained in nursing if possible), who will act as librarian to the hospital except in hospitals where R. A. M. C. other ranks are employed. The o. c. hospital is responsible that all regimental nursing orderlies in excess of actual requirements are returned to their units.

Indian.—The employment of Indian soldiers as sick attendants should seldom be necessary but if their services are specially required they will be furnished on the written authority of the station or unit commander concerned. An Indian sick attendant will not ordinarily be employed for a longer period than one month.

X-Ray course.

333-D. Classes of instruction in X-ray work, each extending over a period of about two months, will be held twice yearly at the X-ray institute, Dehra Dun, commencing about the middle of February and September each year. R. A. M. C. and I. M. S. officers and members of the I. M. D. in military employment are permitted to attend.

Malaria class for medical officers.

333-E. Usually two courses of instruction, each extending over a period of about one month, will be held under the malaria bureau of the central research institute, Kasauli. R. A. M. C. and I. M. S.

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officers and assistant surgeons in military employment are permitted to attend. Details will be arranged by the Director General, Indian Medical Service.

Instruction at the Government maternity hospital, Madras.

333-F. A course of instruction extending over a period of about three months will be held as necessity arises, at the Government matternity hospital, Madras, for Indian officers granted permanent commissions in the I. M. S. who have not received an adequate training in midwifery and diseases of women and children. Details will be arranged by the Director General, Indian Medical Service.

Instruction for I. M. S. officers.

333-G. A course of instruction in the duties of a military medical officer in India, extending over a period of about two months, will be held, as necessity arises at the connaught military hospital, Poona, for the training of junior medical officers granted permanent commissions in the Indian Medical Service.

Instruction in military laboratories.

333-H. Short courses of instruction in military laboratories will be arranged from time to time by Army Headquarters.

R. A. M. C. other ranks, water filtration.

333-I. Courses of instruction for R.A.M.C. other ranks in the working of the wallace tiernon chlorinating apparatus will be arranges by Army Headquarters. The stations where instruction is carries out are Quetta and Rawalpindi. No special date is fixed for this course.

Operating room assistants.

333-J. R. A. M. C. other ranks will be selected by Army Headquarters to proceed to the medical store depot, Madras, for a course of instruction in part B, of the syllabus of training laid down in standing orders R. A. M. C. for this subject. No special date is fixed for this course.

3. CLASSES OF INSTRUCTION, ETC., IN THE UNITED KINGDOM.

Attendance of officers from India, while on leave in the United Kingdom, at courses of instruction, manœuvres and demonstrations, or their attachment to formations and units for training.

334. (*a*) **Courses of instruction.**—A limited number of vacancies at various schools of instruction in England are made available annually for allotment to British service officers on the Indian establishment

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and Indian army officers. Applications to attend the senior officers' school at home, will be submitted through the usual channel to Army Headquarters, India.

(*b*) **Attachments.**—A total of 24 officers can be provided for annually. This number is allotted as follows:—

Northern command	8
Western command	3
Eastern command	4
Southern command	4
Burma district	1
Reserve	4

The period of attachment will be for one month. Attachments to units will take place between May and September, and to formations during July and August, the period during which brigade and higher training takes place.

Officers whose duties necessitate their being mounted, cannot rely on being supplied by the War Office with government horses.

Officers should submit their applications for either (*a*) or (*b*) above through the usual channel to reach command or the Burma district headquarters not later than the 15th March annually.

The names of applicants will be placed in order of priority and forwarded by command and Burma district headquarters direct to the Secretary, Military Department, India Office.

Preference should be given to Indian army officers.

Those who are allotted vacancies will be informed direct by the India Office. No extension of leave in this connection will ordinarily be granted.

In special cases officers who after arrival in England desire to take advantage of the opportunities offered under (*a*) and (*b*) above, may apply direct to the Secretary, Military Department, India Office.

(*c*) **Manoeuvres.**—Officers on leave from India, who desire to attend home manœuvres as spectators, should apply for full particulars direct to the Secretary, Military Department, India Office. There are no restrictions to the numbers attending, but officers must make their own arrangements as regards accommodation, food, transport, etc. No allowances in this connection are admissible.

20749 G. S., M. T.-1.

(*d*) **Demonstrations.**—Certain demonstrations are held annually in the U. K. at which facilities are afforded to selected officers of the Indian army, on leave in the U. K., to attend with a view to increasing their professional knowledge. Instructions regarding attendance, etc., are issued annually.

Medical fitness to undergo courses in the U. K.

335. A civilian gazetted or non-gazetted officer, departmental officer, warrant or n. c. o. of the I. A. O. C. when selected to go through

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a course of instruction when on furlough, must produce evidence that he is in a fit state to go through the course. For this purpose he will

(*a*) if within 30 miles of London, appear before the medical board at the India Office on a Tuesday at 1 P. M. ; or

(*b*) if over 30 miles from London, furnish a certificate signed by a qualified medical practitioner.

NOTE.—As regards fee for medical certificate and travelling expenses, see para. 298 (*ii*) (*b*) P. and A. Regs., Part II and Passage Regulations.

Gunnery staff course.

336. (1) The Gunnery staff course which is held annually in England is of approximately one year's duration and is carried out as follows :— 19213 G. S., M. T.-1.

(*a*) *At the Military College of Science.*—17 weeks from about 25th September to about 22nd January.

(*b*) *At the School of Artillery*—18 weeks (including attendance at practice camps), from about 23rd January to about 27th May.

(*c*) *At the School of Anti-aircraft Defen.*—6 weeks (including attendance at practice camp), from about 28th May to about 8th July.

(*d*) *At the cost Artillery School.*—11 weeks, from about 9th July to about 24th September.

(2) (*a*) The maximum number of officers in India who are permitted to attend each course is 8. Applications and recommendations, with a short note stating any special characteristics of officers recommended, will be submitted through brigadiers R. A. of commands to reach M. G. R. A., Army Headquarters, by 1st June in the year previous to that in which the course is to be held.

(*b*) The normal number of n. c. os. in India who are permitted to attend each course is 6, but selection is made by War Office and this number may be departed from. Applications and recommendations will be submitted through commands to reach C. G. S., Army Headquarters by 15th November in the year previous to that in which the course is to be held.

(3) Conditions are as follows :—

(*a*) *Officers*—

(*i*) An officer to be selected must have the rank of major or captain, or subaltern over 9 years service, and should have served in India for 5 years by trooping season before the course is due to commence.

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(*ii*) A certificate from the O. C. his artillery brigade, or equivalent command, that he is a good, intelligent instructor, competent to command and train a battery of artillery, that he is smart, energetic and possesses force of character, tact and personality.

(*iii*) A working knowledge of elementary algebra and trigonometry.

(*iv*) Good powers of vision, good hearing and physical fitness, to be certified by a medical officer ;

(*v*) Be a good rider.

(*vi*) A knowledge of elementary electricity, to include the ground covered by the contents of Book 1 " Notes on Electricity ". An examination in this subject will be held on joining the military college of science. Commanding officers are responsible that candidates have reached the standard required to pass the examination before they leave India.

(b) Non-commissioned officers.

The qualifications for n. c. os. to attend a gunnery course are that they must :—

(*i*) have the rank of full n. c. o.

(*ii*) have five years unexpired colour service, or be prepared to re-engage or extend service so as to have five years to complete.

(*iii*) be between the ages of 22 and 33 years.

(*iv*) have at least a second class certificate of education. Appointment as assistant instructor of gunnery on conclusion of the course will, however, be conditional on obtaining a first class certificate of education at the first opportunity.

(*v*) have a very good character and be recommended for promotion to the next higher rank, and

(*vi*) have good power of vision, good hearing and physical fitness, which must be specially certified by a medical officer.

(4) All recommendations, both for officers and n. c. os. must be accompanied by certificates covering the qualifications mentioned in paragraph 3 (*a*) and (*b*) above, and, in the case of n. c. os. by A. F. B.-241 suitably amended, in which it will be stated whether the candidate has re-engaged or extended his service, and whether he is recommended for promotion to the next higher rank.

No other documents are required.

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(5) The following arrangement will be followed with regard to officers sent from India to attend the gunnery staff course—

(*i*) Officers will be placed on the home establishment.

(*ii*) Officers who, on the expiry of the course, return to India will—

(*a*) Be restored to the Indian establishment with retrospective effect ;

(*b*) be granted the Indian allowance with retrospective effect but not exceeding the maximum limit of 12 months.

(*c*) have the period of the course counted as Indian service for the non-effective account;

(*d*) have the period of the course counted towards their 6 years tour of service overseas.

(*iii*) Officers who do not return to India on the expiry of the course—

(*a*) will not have their transfer to the home establishment reversed;

(*b*) will not be eligible for the Indian allowance ;

(*c*) will not have their services during the course counted as Indian service for the non-effective account ; but

(*d*) will, if the end of the course coincides with the end of their six years tour of duty, be allowed to count the period of the course as part of the six years.

(*iv*) The period spent at the course will count towards the six years tour of service overseas, but will not be counted as foreign service for the purpose of computing an officer's proportion of home to foreign service.

(6) Non-commissioned officers from India selected to attend the course, will be despatched to England by the last transport of the trooping season preceding the commencement of the course, being granted leave until the course commences.

The advanced class.

336-A. The advanced class is held at the military college of science, Woolwich, and consists of a two years and three months course in science and artillery technique. It is open to officers of all branches of the regular army and to a limited number of officers of the Indian Army Ordnance Corps.

Applications to attend the course must be accompanied by A. F. C.-2113, instructions for the completion of which are given in Appendix XIII, King's Regulations, 1928, and submitted through commands to reach the C. G. S. Army Headquarters by 1st February.

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All candidates serving in India will be required to undergo an examination in elementary mathematics on the third Monday in April of each year, under arrangements to be made by Army Headquarters.

Selected candidates will join the military college of science in November for the preliminary selective course of six weeks, consisting of elementary mathematics, *i.e.*, algebra, trigonometry and mechanics.

At the end of this preliminary course, an examination will be held, and candidates will be chosen for the advanced class on the results of the examination and on the general aptitude displayed by them during the course.

Attachment of staff officers, while on leave from India, to the staff in the United Kingdom.

337. A limited number of staff officers, not exceeding four in a year, may, while on leave in the United Kingdom, be attached to the staff at home, for periods of one month each, for the purpose of adding to their professional knowledge. They will not, however, be granted any extension of leave for the purpose.

21160 G. S., M. T.-1. Applications of officers desirous of availing themselves of this privilege should be submitted through the usual channel to the Chief of the General Staff.

Royal Army Medical College, Millbank.

338. All officers of the Indian Medical Service are required to attend, between their seventh and tenth years of service, the senior officers' course at the Royal Army Medical College, Millbank.

Indian Medical Service Officers.

339. Lieutenants on probation for the Indian Medical Service will undergo a course of instruction at the R. A. M. C. Training Establishment, Aldershot, and at the Royal Army Medical College, Millbank.

Naval war courses at the Royal Naval College, Greenwich.

340. Officers of the Indian Army, who are staff college graduates may apply to attend the naval war course at the Royal Naval College at Greenwich, while on leave in the United Kingdom.

25849 G. S., M. T.-1. There are two courses annually, each of 15 weeks' duration, commencing early in March and September. Applications to attend such courses should be submitted to the Chief of the General Staff, through the usual channels, not later than the 1st January for the March course and 1st July for the September course.

The Chief of the General Staff will select one officer to attend one of the two courses each year.

Officers attending these courses, concerning whom a satisfactory report is received, will have the letter "(*n*)" placed after their names in the Indian army list.

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A charge of £120 is raised by the Admiralty for the attendance of an officer at each course.

Syllabds.—The syllabus of the course is as follows :—

(1) Lectures (1 hour) given 5 days a week, a second lecture being given once or sometimes twice a week.

Subject of lectures.—Strategy, tactics, material, so far as it affects strategy and tactics. Naval history, maritime international law, national economics.

The lectures are given by the staff of the war college, by naval officers with special knowledge of various branches of the service, and by civilian lecturers in the case of nava history, international law, and national economics.

(2) Tactical and strategical investigations. Search problems followed by discussions on the results obtained.

(3) Discussions on subjects bearing on warlike operations.

(4) The course is divided as follows :—

	Weeks.
Tactical work	3
Search problems	2
Strategical investigations	9
Combined operations	1

(5) Officers are encouraged to read books in the war college library and are advised as to the best books to study on any question in which they may be interested.

Royal Military School of Music, Kneller Hall.

341. A candidate for a course of training at Kneller Hall either as a bandmaster or as a musician, will be required to undergo an examination to test his suitability for the course, which examination will be conducted by a board of bandmasters convened as near as possible to the station at which the candidate is serving. If the candidate passes, his name will be registered and, on selection to attend the course, he will be sent to the U. K. A copy of the proceedings of the board of bandmasters will accompany him.

London School of Economics.

342. Vacancies are normally allotted every year at this school to Indian Army officers on leave in the United Kingdom as follows :—

I. A. S. C. . . . . 2 vacancies.

I. A. O. C. . . . . 1 vacancy.

Duration of the course :—From 1st October to 31st March.

Officers of other branches of the Indian army are also eligible for training.

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Workshop officers' courses (Long M. T. and civil works courses).

342-A. Duration 3 years.

Four I. A. S. C. officers will be selected every year to undergo one year's long M. T. course at the R. A. S. C. training college, Aldershot, and a further two years' course in civilian motor works in the United Kingdom.

Ordnance officers' course.

342-B. Four I. A. O. C. officers will be selected every year to undergo the ordnance officers' course in England in accordance with paragraph 809, King's Regulations.

I. A. O. C. warrant and non-commissioned officers' course.

342-C. Six warrant and non-commissioned officers of the I. A. O. C. will be selected annually for deputation to undergo a twelve months training in England.

The details of this course are given in Regulations for the Indian Army Ordnance Corps.

Royal Air Force Staff College.

15755 G. S., M. T.-1. A. I. I. 492 of 1924.

342-D. Officers of the Indian army, who are staff college graduates may apply to attend courses at the Royal Air Force staff college, Andover.

There is one course annually, extending over a period of eleven months, one officer of the Indian army will be selected to attend.

Applications must reach the Chief of the General Staff, through the usual channels, by the 1st January in each year. Preference will be given to those p. s. c. officers who fulfil the following conditions :—

(*a*) *Rank*—Major or senior captain—

(*b*) *Age*.—approximately 35 years.

(*c*) Has had experience of fighting on the North West Frontier of India.

(*d*) Unmarried, but if married are prepared to live in mess.

Imperial Defence College.

342-E. The object of the Imperial Defence College is to train a selected body of officers and civilians in the widest aspect of imperial strategy. The college is situated in London and the duration of the course is one year.

Officers of the Indian army who are selected to attend a course at the Imperial Defence College, will receive the pay and allowances authorised in Pay and Allowance regulations, for officers attending courses of instruction in the United Kingdom.

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4. EXAMINATION OF OFFICERS FOR PROMOTION.

(See Appendix VIII.)

343. Officers in extra-regimental employ.—All officers serving extra-regimentally in any of the following departments; (*a*) J.A.Gs., (*b*) Cantonment Department, (*c*) Military Farms, (*d*) Army Remount, (*e*) I. A. O. C., or in civil or political employ, will, so long as their names are borne on the rolls of their unit and so long as they retain a lien on their regimental appointments or are recallable to combatant military duty, be required to pass for purposes of promotion the professional examinations of their rank and arm of the service. Officers permanently appointed and no longer liable to revert to regimental duty under para. 69, will not be required to pass the ordinary professional examination, but will be promoted under departmental arrangements. Officers in substantive departmental employ who are departmentally promoted, and who subsequently elect to return to regimental duty under the provisions of para. 69, will be required to pass the professional examinations of that rank notwithstanding any departmental examinations for promotion which they may have already passed. 16150-G. S. (M.T.-1).

344. Conduct of examinations.—The arrangements for all examinations will be made under the orders of the station commander, in communication, when necessary, with the presiding officer. Examination papers will always be forwarded sealed under confidential registered covers. The addressee will satisfy himself that the envelopes have not been tampered with, and will be responsible for their safe custody until the time of the examination, when he will hand them over sealed, with such instructions for the conduct of the examination as may be necessary, to the presiding officer. If possible examinations should be held in a public building.

345. Responsibility of presiding officer.—The presiding officer will open the sealed covers containing the examination papers in the presence of all the candidates after he has satisfied himself of the identity of each candidate; that no unauthorized person is present; that all maps, books or papers which might assist candidates have been removed from the room; and that the candidates are so placed that they cannot assist one another.

The presiding officer will be responsible that the examination is conducted strictly in accordance with the rules; that the original papers of candidates are sent up; and that the candidates are afforded no assistance by the board or other person.

On completion he will furnish a certificate to the effect that the prescribed order of examination was strictly observed; that each member of the board was present throughout the examination, and that no candidate received any assistance during the examination from books or other sources beyond those sanctioned.

346. Station of examination.—An officer who desires to present himself for any authorized examination, obligatory or optional, will,

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if he cannot be examined in his own station, be deputed on duty to the nearest examination centre for as many days as may be actually necessary. Passage will be allowed under the rules in P. and A. Regs.

347. Reporting for examination.—Candidates will, on the first day on which they attend for examination, report themselves half an hour before the time fixed for the examination with a view to receiving and signing for their index numbers (if used) and being allotted seats by the board.

No candidate will be admitted after the papers have been opened.

348 Candidates' certificate.—Every candidate will be informed before the examination that he has to furnish the following certificate :—

> "I certify on my honour that I have neither given nor received, any aid whatever during this examination, and that previous to the examination I was unaware of any of the subject-matter of the test."

5. RETENTION EXAMINATION FOR THE INDIAN ARMY.

349. Time limit.—Every officer appointed to the Indian army will pass the retention examination within three years of first appointment to the Indian army.

An officer presenting himself for this examination for the first time shall take up the whole of the subjects applicable to his branch of the service. If he fails in any one or more of the subjects he will only be required to be re-examined in those subjects in which he has failed.

350. Composition of board.—An officer will be examined by a board of three senior officers of whom one will belong to the same arm as the candidate, but not more than one to the candidates' own regiment. The president will be a brigade commander or the permanent commandant of an Indian unit.

351. Subjects.—(*a*) Drilling a squadron of cavalry or company of infantry.

(*b*) Regimental duties including matters relating to discipline, interior economy, pay and pensions, company accounts and books, arms, ammunition and equipment, supply of clothing and necessaries, the classes of which the candidate's unit is composed and recruited and, for cavalry officers, the supply of horses and saddlery.

(*c*) Indian military law.

(*d*) Weapon training if not qualified at a small arms school.

(*e*) (For cavalry officers), veterinary treatment, shoeing and fitting of saddlery.

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(*f*) The examination in (*a*) and (*e*) will be practical that in (*b*), (*c*) and (*d*) will be partly oral and partly written. The passing standard will be 60 per cent. in each subject. 9591 (G. S. M. T.-1.)

The examination in (*b*), (*c*) and (*d*) will be confined to questions (other than those dealing with regimental routine and matters relating to classes of which the unit is composed) to which answers can be found in the following official manuals.

In the case of subject (*b*) King's Regulations, and Regulations for the Army in India, and P. and A Regs.

In the case of subject (*c*) Manuals of Military Law and of Indian Military Law.

In the case of subject (*d*) Small Arms Training, Volumes I and II (with additions for India). 16150-III (G.S.,M.T.-2).

Candidates are permitted to use the above books, in the examinations in subjects (*b*) and (*c*) only.

352. Written papers.—The questions for the written portion of the examination will be set under the orders of the district commander. The number of questions should not be excessive but should be sufficient to test the candidate thoroughly in the subjects (*b*), (*c*) and (*d*).

353. Proceedings.—The board will correct the papers and submit the result of the whole examination together w th the candidate's written work and his record of service to the district commander who will forward the names of the successful candidates to the Military Secretary, A.H.Q.

6. LANGUAGES.

354. General. —All regulations relating to the study of and tests in foreign and Indian languages are contained in the pamphlet "Indian regulations relating to the study of foreign and Indian languages."

355. Ladies' vernacular examination.—The vernacular examination for European ladies who are the wives, daughters or sisters of military officers in military employ, consists of two parts, one colloquial and the other written in the vernacular script. The rules regarding the examination may be ascertained on application to the local government concerned. For allowances authorised see P. and A. Regulations. G. S. M. T. Languages.

The prescribed language tests referred to in paragraphs 36 (*ii*) (*c*), 82 and 84 are as follows :—

For officers of all arms of the Indian army, and of Indian services and departments.	The "Urdu qualifying" examination. (For officers who passed the higher standard or preliminary Urdu examination prior to January 1st, 1927, these examinations will be considered as the equivalent.)
For officers of the Royal Artillery posted to Indian Mountain Batteries.	
For officers of the Royal Engineers	

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For officers serving with the Indian signal corps.	Officers appointed to the Indian signal corps will be required to pass the "Urdu qualifying" examination within two years of appointment.
For officers of the British service to be eligible for staff appointments under paragraph 36 (*ii*) *c*).	The British service officers' Urdu test. (Any officer who has passed the Urdu qualifying examination or equivalent examination is exempt.)

NOTE 1.—Officers of the R E. (I. A.), departmental officers of the M. E. S., and assistant inspectors of R. E. machinery, will be required to pass the same language test as officers of the Royal Engineers.

NOTE 2.—Officers at present serving with the Indian signal corps will be required to pass the Urdu qualifying examination by the June 1931 quarterly examination.

7. EDUCATIONAL TRAINING.

(a) British and Indian troops.

357. Educational training is an integral part of military training.

A special educational training grant is authorised for British and Indian units (see Pay and Allowance Regulations). No expenditure other than that directly incurred for the purpose of educational training will be debited to this grant.

(b) Education of soldiers' children.

358. British soldiers' children.—British army children's schools are maintained in India to provide free primary education for the children of serving British soldiers. Attendance, except under special circumstances, is compulsory from the commencement of the school half-year in which a child attains the age of six to end of the school half-year in which he or she attains the age of fourteen. Children under the age of six or over the age of fourteen may be permitted to attend British army children's schools at the discretion of G. O. C. district.

Special grants are authorised for the maintenance of army children's schools provision of transport, scholarships tenable at approved civil schools providing a secondary education, and under special conditions for the education of children of British soldiers, under the age of fourteen, who are unable to attend a British army children's school. (See Pay and Allowance Regulations). Regulations for British army children's schools are contained in "Educational Training 1923 with addition for India". The curriculum carried out conforms to that of primary schools in the United Kingdom and is laid down by the Chief of the General Staff.

359. Indian regimental children's schools.—The officer commanding a unit may establish a school for the education of the children of Indian officers, Indian other ranks and enrolled followers, at his discretion. The curriculum in such schools must conform, as far as

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possible, to that in force in the primary schools of the province in which the men's homes are situated.

Such schools must be self-supporting. No grant is authorised and the expenditure involved is not debitable to the educational training grant.

360.

(c) Personnel.

361. Army Educational Corps and army schoolmistresses.—The Army Educational Corps is a departmental corps administered by the Chief of the Imperial General Staff. The Army Educational Corps personnel in India is administered by the Chief of the General Staff. The tour of service in India for Army Educational Corps personnel and army schoolmistresses is for 5 years. Applications to extend the period of the tour of service will be made through the Chief of the General Staff.

362. The educational training personnel authorised for Indian units and corps are included in the establishment of the unit or corps concerned. Indian officers and non-commissioned officers who are *permanently* extra-regimentally employed are supernumerary to the establishment of their units. 20925 (G.S., M. T.-2).

363. Personnel to be trained.—In every cavalry regiment artillery brigade, corps of sappers and miners, battalion of infantry or equivalent unit, including training centres and depots, the following personnel must have qualified at a school of education, and be specially detailed to supervise or carry out instruction in educational training :—

British officers	one.
Indian officers (in addition to a British officer in Indian units and pack artillery brigades)	one.
Non-commissioned officers	one per squadron battery, company or equivalent unit. In the case of cavalry regiments, and active battalions in which recruits are trained, one non-commissioned officer in addition will be maintained.

16034-G. S., M. T.-2.

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The above personnel includes the extra establishment allowed for educational training in certain units, but does not include members of the Army Educational Corps. All Indian officers and Indian non-commissioned officers will undergo a course in map reading and reconnaissance duties while at the school of education, in addition to the course of instruction in the subjects of educational training.

12764-G. S., M.T.-2.

364. Attachment of officers of the Army Educational Corps to British and Indian infantry battalions.—During the first two years of their service in India, officers of the Army Educational Corps will be attached to a British infantry battalion for one month (unless the officer belonged to an infantry battalion before his transfer to the A. E. C.) and to an active Indian infantry battalion for one month. The object of these attachments is to make them fit to undertake intelligence duties with brigades and divisions in war.

8. LIBRARIES.

A.-24786 (A.G.-XI).

365. Government libraries.—Government libraries as detailed on I.A.F.N. 1268 are provided for the free use of the men of the unit to which they are allotted. They are controlled by A.H.Q. and all communications relating to these libraries will be addressed to the A.G. They will be kept distinct from institute libraries, and surveyed once a quarter by a responsible officer, not below the rank of captain with a total of ten years' service, deputed by the station commander (see I.A.F.N. 1268) and notifications that the survey has been carried out will be forwarded to the G.O.C.-in-C. Any irregularities will be reported by the G.O.C.-in-C. to the A.G. Station hospitals will be supplied from these libraries in such proportions as the station commander may direct. He will also determine the contributions to be made by the institute funds of each unit to meet the pay of the hospital librarian, and other small contingencies. The library number, station and arm, will be cited in all requisitions and accounts, and on the label which shall be pasted inside every book, showing its catalogue number, cost price, and time allowed for perusal.

366. Library allowance.—The allowances for the maintenance of these libraries are laid down in P. and A. Regulations and will be applied under the orders of the unit commander to the repair of books and extra furniture on hand; the purchase of new works; the purchase of furniture in excess of scale. Books and furniture so bought become the property of the library.

367. Sale proceeds of books.—The proceeds of the sale of unserviceable books as well as the value of any book lost or destroyed which may be recovered from the individual concerned, will be credited to the library fund.

368. Survey on relief.—When a unit leaves a station, the library will be surveyed under the orders of the station commander by a responsible officer, not below the rank of captain with a total

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of ten years' service, who will take it over for the relieving unit with all accounts and cash, and grant a receipt on I.A.F.N.—1268.

369. Transfer of Library.—No government library will be transferred from the station or branch of the service to which it is allotted (see I. A. F. N. 1268) without the sanction of the G. O. C.-in-C. command concerned, or the G. O. C. Burma district. Full particulars regarding such transfers will be reported to the A. G. who will carry out the necessary amendments to I. A. F. N.-1268. B. 2802 (A G. XL.)

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CHAPTER X.—GENERAL MILITARY DUTIES.

1. GENERAL INSTRUCTIONS.

370. Temporary absence of unit commander.—If an officer in command of a unit becomes sick or is temporarily absent the conduct of his duties devolves on the next senior, who will abstain from making promotions, or altering standing orders, without the concurrence of the permanent incumbent.

A.-46666 (A. G. 11).

371. Sick list.—When an officer, warrant or n. c. o. is placed on the sick list the authority under whose immediate orders he is serving will be responsible that he is relieved of his duties as soon as such a course becomes necessary. Subject to the discretion of the brigade commander, or other authority competent to sanction privilege leave, an individual may be allowed to remain on the sick list up to a maximum period of one month before being struck off duty and placed on leave.

The date on which an officer is placed on the sick list, or admitted to hospital, and the date on which he is struck off duty, will be notified in the appropriate formation orders as soon as the latter date is known.

The same procedure will be followed in the case of officers, warrant and non-commissioned officers of the unattached list.

B.-7750 (A. G. 11).

NOTE.—This concession is *not* admissible to military officers and other ranks whose privilege leave and privilege leave allowances are regulated by the rules in the Civil Service Regulations.

372. The O. C. a unit is responsible that no females other than those mentioned in (*a*) to (*f*) below are employed in, or permitted to reside in, the buildings or area comprised in the barracks or lines occupied by the unit under his command or otherwise under his control:—

(*a*) those (*including bona-fide visitors*) belonging to the families of officers;

(*b*) those (*including bona-fide visitors*) belonging to authorised married establishments;

(*c*) those entitled under regulations to be housed by the state, and *bona-fide visitors to such persons*;

(*d*) those whose employment in or about such buildings or area is authorised by army regulations;

A. G.'s Case A-28566.

(*e*) *bona-fide* private servants employed by families or by females included under (*a*), (*b*) and (*c*) above;

(*f*) female sweepers employed exclusively on conservancy duties in the lines of Indian troops and followers.

The O. C. a unit is responsible that undesirable persons are excluded from the buildings or area under his control and particularly that no women of known loose or immoral character are employed, or are permitted to enter therein. In a British unit private servants are only allowed to officers, warrant officers, staff serjeants and married n.-c. os. and men.

Z-1329 (D. M. S.-5).

Z-2514 (D. M.S.-5).

Z-4208 (D. M. S.-5).

373. Medical examination of menial servants.—All menial servants and establishments employed in the lines of all troops, sanitaria, and hospitals as well as all menial personnel of the army canteen

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board (India) and of government dairies which supply their produce to troops will be medically examined before entertainment and periodically thereafter, when those suffering from organic disease will be rejected or discharged. Such men will be given a pass (I.A.F.Z.—2032) on entertainment, which shall be frequently compared with the holder to ensure that un-examined men have not been substituted.

Any person entrusted with the duty of procuring the above men will be dealt with by the unit commander under para. 233 if he allows any man to commence work before he has been medically examined and granted the prescribed pass. This rule applies to men engaged for temporary or permanent service.

374. Regimental bazaar.—No person unconnected with the provision of supplies to the troops, and no money-lender will be allowed to reside in a regimental bazaar. The maintenance of the houses in the bazaar, other than those on the books of the M. E. S. or P. W. D., devolves on the residents.

375. Appeal against audit.—In cases of appeal against the decision of an audit officer the appeal will be made in writing through the brigade commander to the C.M.A. who will, if he is unable to admit the claim, record his opinion thereon and forward it to the district commander, who if he is unable to concur in the audit objection will refer the matter for the decision of higher authority.

In the case of departments and administrative services, the above procedure will be followed, except that the appeal will, in the first instance, be submitted through the local head of the department concerned. 59579 (Q. 2-A.).

Appeals from recruiting officers against final decisions of audit officers will be made on the prescribed form to the A.G. through the C.M.A. concerned.

376. Memorials to the S. of S.—Appeals or memorials to the S. of S. will be submitted through the usual channel to the G. of I. All memorials will be couched in respectful language, treating only of matters personal to the memorialist, and will conclude with a specific prayer. They may be written or printed but must, with all accompanying documents, be properly authenticated by the signature of the memorialist on each sheet.

376-A. Complaints—British officers.—The procedure concerning the right of appeal of British officers, who consider themselves wronged, is exercisable as follows :— A. 4568 A. G. 8.

(*i*) To the Army Council under Army Act, section 42, by

(*a*) officers of the British service, and

(*b*) officers of the Indian army of the substantive rank of colonel or upwards.

(*ii*) To the Governor-General of India under Army Act, section 180(2) (*d*), by—

officers of the Indian army whose rank is not higher than that of lieutenant-colonel or brevet-colonel.

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2. Officers desiring to exercise their right of appeal under Army Act, section 42, as amended by the Army (Annual) Act, 1919, must state specifically whether they wish to obtain the decision of the Army Council in regard to the matter represented, or whether they require that their complaint should be submitted to the King for the directions of His Majesty thereon.

3. Officers mentioned in paragraph 1 (*ii*) above who, after appeal to the Governor General in Council under Army Act, section 180 (2)(*d*) read with section 190 (26), are dissatisfied with his orders, have the right to appeal to the Secretary of State for India, and if they so desire, to His Majesty the King through him.

4. The following matters are specially provided for by methods which are supplemental to the provisions of the Army Act:—

(*a*) petitions or appeals in respect of convictions by court martial, which are dealt with under King's Regulations, paragraph 666 read with section 57 of the Army Act;

(*b*) appeals against financial decisions of the Government of India, which are dealt with under the proviso to the Royal Warrant of the 22nd February 1902 which forms the preamble to Pay and Allowance Regulations, Part I.

A-20002 (A.G.-8)

377. Complaints and petitions.—Indian ranks. If an Indian officer, warrant officer n.-c.o., soldier or follower desires to make a representation, he shall, in the first instance, make it personally to his immediate superior who will, after enquiry, either dispose of it himself if he is competent to do so, or report to the next superior authority. The next superior authority and each superior authority to whom the case is reported will act similarly until disposal by a competent authority is reached. Matters of a purely private or personal nature may be represented direct to the company commander or equivalent authority.

378. Petitions to civil authorities by Indian ranks.—Petitions addressed to civil authorities from Indian officers and other ranks which are forwarded regimentally, shall fulfil the following conditions:—

(1) The petition shall be forwarded by the unit commander himself.

(2) The unit commander shall satisfy himself that the petition does not come under any of the following heads:—

(*a*) Concerns the grievances of anyone except the petitioner, his wife or minor children or any near relative who in the opinion of the unit commander is unable suitably to represent his own case.

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(*b*) Concerns a case which is pending before a civil or criminal court except a request for a case to be expedited or postponed.

(*c*) Concerns the reopening of a case which has been decided by any civil or criminal court.

(3) The petition shall not contain a request for a grant of land.

379. Petitions by persons formerly in military employ.—The rules for the submission of petitions to the G. of I. by persons who have been but are no longer in military employ, are laid down in Appendix VII.

2. STATION, GARRISON AND REGIMENTAL DUTIES.

(a) General instructions.

380. Garrison duties.—A field officer of the week will, as a rule, be detailed in every cantonment. If field officers are not available captains may be detailed.

Officers and men of a department or administrative service will not as a rule be detailed for garrison duties. This will also apply to the sappers and miners, Indian signal corps and to training establishments in order to avoid interference with technical or other training. Pioneer units, which have to train in technical work in addition to that of infantry, should not be considered as part of the infantry garrison of the station and should not be detailed for garrison duties except in cases of urgency. 16438 (G.S. M. T.-1).

381. Regimental orderly officers.—A British officer of the week and an Indian officer of the day will be detailed in each Indian unit.

(b) Daily duties.

382. Bugle calls.—"Reveille" and "Retreat" will be sounded normally at daybreak and sunset, respectively, the time being notified in station orders. "Tattoo", first post, at 21·30 and last post at 22·00.

All trumpeters and buglers will repeat the "Alarm" and "Fire Alarm" when sounded. The next for duty will sound it at the officers' quarters.

383. Regimental police.—Regimental police will be detailed to maintain order and regularity in barracks and camps. Their number should not usually exceed six.

384. British orderlies.—British orderlies will not be employed out of doors in the plains in the hot season, between 08·00 and 17·00. To reduce the work of orderlies the post will be freely used when communications are not urgent.

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385. Mounted orderlies.—The instructions in the K. R. regarding the employment of orderlies will be observed: mounted orderlies will only be employed when considerable distances have to be covered.

(c) Guards and picquets.

386. **Regimental and garrison duties.**—The number and strength of guards for military purposes and the number of soldiers to be employed as orderlies will be fixed by the brigade commander and will be kept as low as possible. The number of nights in bed should not be less than five for British, and four for Indian troops. Soldiers will not be employed on duties that can be performed by watchmen.

387. Personal guards.—A district commander is entitled to a guard of 1 n.-c.o. and 3 rifles. In normal conditions, military guards will not be provided over the residence of any military officer below the status of a 2nd class district commander or of any civil official below the status of a chief commissioner, nor will they be provided for military offices, armouries and stores of auxiliary force, officers' messes, or any civil institutions such as treasuries, jails, etc. These restrictions may be modified at the discretion of th district commander. The restrictions will not apply in trans-Indus territory or on the North-West frontier where arrangements will be carried out according to the discretion of the district or brigade commander concerned.

388. British guard.—British troops will, whenever possible, furnish the guards over arsenals, station magazines, and small arms ammunition stores.

389. **Prisoner committed to station guard.**—The commander of a station guard to which a prisoner is committed, will send a copy of the charge to the field officer of the week, and to the accused's unit who will arrange to take over the accused.

390. Orders for guards and sentries. Regimental guards.—The unit commander is responsible that written orders in English and the vernacular are provided for every guard.

Station guards.—In the case of station guards the station commander is responsible for the provision of similar written orders.

(d) Escorts.

391. Duties of commander.—Every officer, w.o. or n.-c.o. in command to an escort will be furnished by the despatching officer with such orders in writing as the circumstances may require. An escort is responsible for the correct number, weight, and condition of the packages, but not for the contents. Escorts in charge of convicts will be provided with handcuffs and those in charge of insanes may be unarmed. Escorts in charge of ammunition and explosives are forbidden to smoke while on duty.

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3. DUTIES IN AID OF CIVIL POWER.

392. Employment of soldiers.—When the services of soldiers are required for duty by a civil department in any capacity not connected with their military duties, *e.g.*, for strike duties, the local military authorities will first obtain, through the usual channel, the sanction of the G. of I. to their employment. In cases of emergency, however, the local military authorities will immediately comply as far as possible with the demand, reporting their action at once through the usual channel for confirmation.

392-A. Employment of troops on non-military duties.— A.-18555 (A. G.-13). When troops are requisitioned for non-military duties to maintain essential services during strikes they will only be made available upon a definite acceptance, by the authority requisitioning their services, of the financial liabilities involved. The rates of remuneration to troops for these non-military duties are laid down in the Pay and Allowance Regulations, Part I. The cost of such remuneration will be defrayed by the department or local government applying for the troops. The department or local government concerned may also be called upon to defray any expenses incurred in repairing clothing or in making good any articles damaged in the performance of these duties if, in special circumstances, the Government of India recommend such refund. Whenever the use of troops under this paragraph is authorised by Army Headquarters, or by the Government of India, instructions will be issued simultaneously to the controllers of military accounts concerned to disburse the extra remuneration, and to charge the amount to the department or local government by book debit.

393. Action on requisition by civil authorities.—Every requisition made on an officer in command of troops, in writing or by telegram, by a civil or political authority, for military aid, will be immediately complied with. The strength and composition of the force, the amount of ammunition to be taken and the manner of carrying out the operations are matters for the decision of the military authorities alone.

394. Liaison officer.—(i) With a view towards ensuring that the military authorities immediately concerned shall have the earliest possible opportunity of gauging the probable requirements of the situation, it is directed that at the first warning by the civil authorities of the possibility that the presence of troops may be required at any point in aid of the civil power, the military commander receiving the warning will forthwith detail and despatch a military liaison officer to get into personal touch with the civil authority in the affected area.

(ii) The liaison officer will furnish reports, as ordered by the authority detailing him, regarding the situation as he appreciates it.

(iii) Until the services of the troops are no longer required by the civil authorities he will maintain a close liaison with the local civil authorities, and through them with the local police officer, throughout, and also with the commander of the troops employed.

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He will be under the orders of the O.C. troops during the presence of the latter at the scene of action, provided that officer be senior to him. Alternatively should the liaison officer be the senior he will automatically be in military command (unless specially ordered to the contrary by the officer who detailed him), but (if it can be so arranged) it is preferable that the liaison officer shall be of such rank that he will not have to take command of the troops.

(iv) On the withdrawal of the troops, or if it is decided that they need not be called out, the liaison officer will submit a written report to the officer who detailed him. The report will comprise a brief narrative of events and a brief summary of his observations and his appreciation of the cause of the trouble. The liaison officer will remain in the disturbed area until ordered to rejoin his station.

The report will be submitted to A.H.Q. through the usual channel.

395. Firing on an unlawful assembly.—When the O.C. troops is required by a magistrate under section 130, Code of Criminal Procedure, or determine that it is necessary under section 131 (see Appx. VI), to disperse an assembly by force, he will, before taking action, adopt the most effectual measures possible to explain to the people concerned that the fire of the troops will be effective. If it be found necessary to open fire he will personally order such minimum number of files to fire as he considers the circumstances of the case demand. Care must be taken not to fire on persons separated from the crowd, nor over the heads of the latter. The firing shall be carried out with steadiness and be stopped the moment it becomes unnecessary. Firing with blank is forbidden. Full instructions are laid down in the M.I.M.L., Chap. VII.

10440-11 (G. S. M. O.-1).

396. Demand for troops in aid of the civil power to be reported.—When military assistance is called for by the civil authorities, commands and Burma district headquarters will issue such orders as they think fit, to ensure that the officer responsible for sending the troops in aid of the civil power shall report immediately by telegram direct to the C.G.S. :—

(*a*) That military assistance has been demanded even if this only involves troops standing by, stating, if possible, the reason for the demand.

(*b*) The number of troops employed.

(*c*) The release of troops from such duties.

Commands and Burma district headquarters will render progress reports during disturbances, to the C.G.S. as they consider necessary, with the exception that in all cases where troops have to fire, a report will be wired at once giving, if possible, a rough estimate of the casualties.

397. Embodiment and discipline, auxiliary force, India.—The rules regarding calling out, the embodiment and the discipline of the auxiliary force will be found in "Auxiliary Force Regulations."

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4. DUTIES IN REGARD TO BARRACKS.

(a) General instructions.

398. Taking over barracks.—Prior to the arrival of a unit at its new station, an officer of the unit will take over the buildings fixtures and furniture, room by room from the officer of the M.E.S. or P.W.D. in charge or his representatives. Fixtures and furniture will be checked with their respective lists and ledgers, each of which will be signed by both parties concerned, any objections being recorded therein in writing on the spot.

399. Handing over barracks.—When military buildings are vacated, they will be handed over room by room with all fixtures and furniture personally by the unit commander or local head of a department or by an experienced officer deputed to represent either of these officers to an officer of the M.E.S. or P.W.D. or his representative, who will assess the damages.

400. Unoccupied barracks.—Units will become the tenants of lines from the date they are taken over. 14518-Q. 3.

Ordinarily the custody of unoccupied lines or buildings devolves on either the M. E. S. or the P. W. D. as the case may be. But the custody of any vacant portion of barracks or lines in occupation of a unit will devolve on the unit provided that, in the opinion of the O. C. station, the strength of the unit is sufficient to warrant the undertaking of this duty. If the O. C. station decides that the unit is unable to undertake the duty, the custody of the vacant portion of the barracks or lines will devolve on either the M. E. S. or the P. W. D. as the case may be.

401. Handing over station fixtures.—Transfers of private property between units will, except in the case of station fixtures of British units, be mutually arranged. Station fixtures will be valued by a station board consisting of the local engineer officer, a representative from each of the units concerned, and a senior officer not belonging to either, who shall preside. Their valuation statement will be submitted to the station commander who will state whether he accepts it, and send a copy to each unit. Any dispute regarding the transfer of private property will be referred to the station commander or, if the latter is an interested party, to the brigade commander whose decision will be final. If the direct transfer of station fixtures is impracticable, they will be valued, properly secured and handed over, with a list to the local engineer officer.

402. Distribution of furniture.—The unit commander or local head of a department is responsible for the distribution of the furniture handed over by the M.E.S. or the P.W.D.

403. Alterations to buildings.—No addition or alteration shall be made to any military building and no temporary structure shall be erected in the barracks or lines of British or Indian troops without the sanction of the brigade commander.

404. Barrack inspections and damages.—The construction and the maintenance of all public buildings, occupied by combatant units and military administrative services, devolves on the M.E.S. or P.W.D. For the purposes of assessing damages and in order to

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arrange for the execution of repairs, all public buildings, fixtures, and furniture will be inspected quarterly by the officer in whose charge they are, or his representative, in company with the officer of the M.E.S. or P.W.D. in charge or his representative. As a general rule, the occupants of government buildings will be regarded as in the position of tenants of a civilian landlord who expects all broken glass to be made good at the expense of his tenants. Glass will not be replaced at the public expense as a matter of course on the grounds of storm, that the persons who did the damage are unknown, or that they are persons from whom the occupant cannot recover the cost. Should, however, the M.E.S. or the P.W.D. officer concerned concur with the officer requisitioning for the repair that the cost of replacing glass broken in any particular case is not fairly chargeable to the troops, the cost may be charged to the state on a requisition on which should appear a certificate to that effect, signed by them both, and giving the reasons. The furniture ledger of each party will be compared, and when the adjustment of discrepancies is completed will be signed by both parties. Furniture will not be removed from buildings for this inspection. Damages or losses assessed against occupants will be charged as far as possible to individuals and termed "personal charges." Accounts not traceable to individuals will be classed as "general charges" and shared amon the occupants. The amounts assessed as "personal charges "and "general charges" against each company, will be published in regimental orders. In the case of appeal the decision of the brigade commander will be final. Pending orders on an appeal the amount assessed will be paid by the occupants as soon as repairs have been completed, except when a unit is leaving the station before the repairs can be executed, in which case the unit should be called upon to pay the assessed amount before leaving.

33549 (E. 5-B).

Requisitions for repairs will be submitted on I.A.F.W.-1833 by the unit commander or local head of the department after the quarterly inspections, or at any time if they are of an urgent nature affecting the safety of the buildings or the health of the troops.

The items of furniture in charge of units and departments will be verified annually on or about the 31st March by the officers who make the quarterly barrack inspections of the district or brigade commander concerned.

(b) Fire precautions.

405. Station committee.—A fire committee will be appointed in every station, consisting of three officers, a R. E. officer if available, an I. A. S. C. officer if available, and an officer from a unit in the garrison, who will, if possible, be a field officer.

The duties of this committee will be to act in an advisory capacity on all matters relating to precautions against outbreaks of fire.

The committee will periodically carry out examinations of all fire appliances and inspect fire piquets. A book will be kept in an appointed place in which a record of these inspections will be made and

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any observations arising therefrom will be entered. The book will be signed by the members. A half yearly report on the result of their inspections will be submitted to the station commander.

406. Duties of local commander.—Arrangements will be made in all stations by the local commander to ensure that orders for the prevention of fire are complete, that definite measures will be adopted to meet outbreaks of fire, that fire piquets are trained both for day and night duty and that fire engines and appliances are in working order.

407. Fire piquet duties.—A fire piquet will be appointed in every unit. The duties of this piquet will be :—

(i) to save life.
(ii) to render first aid in extinguishing or limiting the fire.
(iii) to save property.

408. Duties of unit commander.—He is responsible that orders regarding fire precautions are complete, that fire orders are adequate and known throughout his command, that his fire piquet is thoroughly trained, that all receptacles for storing sand or water are kept filled, that fire engines and appliances are ready for immediate use.

409. General precautions.—No grass or other inflammable material shall be stacked in the lines of a unit or in the compounds of bungalows, nor shall empty packing cases or inflammable material be stacked against the outer walls of buildings or enclosures. No tent, grass, hut, mat, screen or cooking place shall be allowed within 100 yards of a thatched or wooden building; charcoal braziers if used must be protected by a wicker frame. Roofs and walls of cookhouses will be kept clear of soot, and chimneys will be swept by the M. E. S. once a month.

410. Appliances.—Fire engines will usually be kept near the quarter-guard, the key of the building being hung up in the guard room. Engines will be kept clean and the hose properly dubbed. Each engine and hydrant will be tested monthly. The whole of the hose will be attached to the engine or stand pipe and tested and hydrant boxes examined and cleaned. Hand pumps will be kept in a prominent position beside the building with a group of 3 to 5 fire buckets filled with water. Buckets will be suspended by hooks in a verandah near the water tanks. Water in the buckets will be changed once a week. In barracks of a mounted unit all stable water receptacles will be filled with water at night.

411. Notice boards.—Notice boards will be displayed in all barracks and store rooms showing where the key of the engine house hydrant and stop cock on the water mains are to be found. A board painted red and lettered in white will be fixed to indicate where fire appliances are kept. I.A.F.Z.-2062 (fire precautions) together with local fire orders will be hung up in every guard, barrack and store room.

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412. Special instructions regarding highly inflammable oils.—In all barracks and stations where mineral or highly inflammable oils are kept, the following rules will be observed —

(i) A board (when practicable artillery and engineer officers will be members) will be assembled to decide what quantity may safely be kept in store, the place in which it shall be kept and the regulations under which it may be issued.

(ii) The board will be guided by the provisions of the petroleum acts in force, and by the statutory rules and regulations issued by the G. of I. and will conform thereto as far as circumstances allow.

(iii) In framing these instructions the board will see that—

(*a*) oil will not be stored where men can have access to it after dark.

(*b*) lights will not be taken into an oil store at any time.

(*c*) proximity to magazines and store houses is avoided.

(*d*) hours of issue will be such as to ensure that the utmost precautions are used to avoid danger from fire.

(*e*) in all places where oil is stored a box of sand or dry earth shall be ready so that it can be used immediately and that water will not be used.

413. Instructions for court of enquiry.—A court of enquiry assembled to investigate the cause of a fire, explosion or similar occurrence involving the destruction of public property, will ascertain :—

(i) the origin of the fire.

(ii) by whom it was discovered.

(iii) the action taken by the person making the discovery.

(iv) to whom the fire was first reported by the person making the discovery.

(v) the length of time between the discovery of the fire and the sounding of the alarm.

(vi) the name of the officer in command of the fire arrangements.

(vii) the length of time after the alarm before the appliances were at work and a jet or jets playing on the fire.

(viii) whether the fire piquet turned out in sufficient number and with promptitude.

(ix) whether there was any failure as regards water supply or the working of the fire appliances.

(x) the action taken to warn the local fire brigade of the outbreak.

(xi) the length of time between the warning of the local fire brigade and its arrival.

(xii) the extent of the assistance given locally or by the local fire brigade.

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(xiii) the period from the alarm until the outbreak was extinguished.

(xiv) the extent of damage done to—

(*a*) persons.

(*b*) buildings.

(*c*) contents of buildings.

(xv) responsibility for the outbreak of the fire.

(xvi) an estimate furnished by the C. R. E. or his representative of the cost of any structural repairs rendered necessary by the fire will be attached to the proceedings.

414.

415. Responsibility for damage.—An officer, soldier, or any other person in military employ will be liable to make good damage done to government property by a fire which is the result of his own neglect, but in view of the large sum to which liability may extend in such cases, the amount to be recovered will usually be limited to a sum not exceeding one week's pay of the individual who is held responsible.

Housing and quarters.

415-A. Allotment of quarters.—

(i) The general rules relating to housing and quarters are laid down in the Regulations for the Military Engineer Services. A.—26953 (A- G.-11).

(ii) It is the duty of the O. C. station to see that officers and subordinates are ordinarily allotted quarters of the class to which they are entitled; and that all government quarters and messes whether government owned, hired or leased, or appropriated under the "Cantonments (House Accommodation) Act, No. VI of 1923," are fully allotted, having due regard to military convenience and financial considerations; and that the interests of government in the matter of recovery of rental due are safeguarded. A married warrant officer or b. o. r., whose family is not residing with him, may be required to vacate married accommodation at the discretion of the O. C. station. 2457 (Q. M. G. 3). 12062-Q.-3.

NOTE I.—The O. C. Station will not allot the residence of a senior commander, *e.g.*, a G. O. C.-in-C., command, or a commander, district, during his absence on duty or leave, except to senior officers of and above the rank of colonel, who are not already occupying government quarters in the station, in which case the prior concurrence of the general officer concerned will be obtained. 14452-Q.3.

NOTE II.—Under this sub-paragraph no quarters will be regarded as reserved for officers holding particular appointments except those built for officers of the Army Remount Department.

(iii) In accordance with the above rules an officer may be called upon to vacate private accommodation and to occupy

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government quarters. If he declines to occupy the quarters allotted to him, he will forfeit his lodging allowance, if entitled to that allowance, and if not entitled to that allowance he will pay rent for the quarters so allotted, under the rules in force. This rule should not be relaxed without government sanction.

(v) A quarter will not be sub-let by the authorized occupant.

(v) It is the duty of the military engineer services officer to draw the attention of the O. C. station to any neglect of the above rules.

(vi) If the C. M. A., after consultation with the O. C. station is not satisfied that due regard has been given to financial considerations, he will advise the G. O. C. district accordingly.

Responsibility for rent.

415-B. (i) The officer commanding station, unit, head of department, or any other authority, responsible for the allotment of quarters will inform the garrison engineer concerned on I. A. F. W.-1828, whenever a quarter or any building used for residential purposes, is allotted or vacated. The authority mentioned above will also render to the garrison engineer concerned annually on April 5th a complete occupation return (I. A. F. W.-1828) showing all quarters and buildings used as residences irrespective of whether the occupants are entitled to rent-free accommodation or not.

39380 (E.-5 B.).

(ii) Officers leaving for the United Kingdom or any other place out of India will, when applying to the C. M. A. concerned, for a last pay certificate, enclose with the application a certificate from the garrison engineer concerned showing the amounts due from them up to the date of leaving their station on account of rent of government quarters, rent of M. E. S. furniture and cost of electric current consumed by them. These charges will be recovered before a last pay certificate is issued.

(iii) In cases where officers are not in occupation of government quarters, have not rented M. E. S. furniture or are not in receipt of electric current generated by a M.E.S. power plant, a certificate to this effect from the garrison engineer concerned will be enclosed with the application for a last pay certificate.

55560 (Q. M. G.-3).

415-C. Officers to reside in cantonment.—All officers on military duty in a cantonment will ordinarily reside within the limits of that cantonment. An officer will not be allowed to live in adjacent civil lines without the sanction of the brigade commander.

415-D. Private houses in cantonments appropriated under the Cantonments (House Accommodation) Act, 1923, or hired under the Regulations for the Military Engineer Services, will be allotted to officers for occupation, under the orders of the officer commanding the station, to whom any question arising out of such allotment or

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occupation must be referred. In such cases, Government is the tenant, and occupants of houses so appropriated have no authority to deal direct with the house owners.

The leasing in cantonments of private houses other than those appropriated by government under the Cantonments (House Accommodation) Act, 1923, and those hired under the Regulations for the Military Engineer, Services, will be carried out by private arrangements between the officers concerned and the landlord. Such transactions concern neither the cantonment authority nor government. 14249-Q.-3.

5. DUTIES IN CANTONMENTS.

(a) General instructions.

416. Administration of Cantonments.—Cantonments are administered under the Cantonments Act, 1924 (Act No. II of 1924) and the rules framed under that Act. 30675 A. D.

417.

418. Station Board.—(i) Where considered necessary, a board of officers will be assembled, under the orders of the officer commanding the station, to submit recommendations regarding—

(*a*) the siting of proposed buildings or aerodromes, 35764 (E. 2-A.).

(*b*) the allotment, acquisition or disposal of land,

(*c*) hot weather establishments and appliances;

to take over from the M. E. S. or the P. W. D., as the case may be, new or reconstructed buildings and hand them over to the units or departments concerned; or to furnish reports on such other matter as may be directed.

(ii) The board will consist of a selected field officer as president and one or more officers of the departments or services concerned as members. Should the president be a departmental officer a regimental officer may be detailed as a member.

(iii) When sites for aerodromes are to be selected in cantonments, officers to represent both the "G" and the "Q" branches of the district staff and the R. A. F. will be detailed to join the board. Sites outside cantonments will be selected by the Air Officer Commanding in India or his representative in conjunction with the "G" and "Q" staff officers mentioned above, and an officer of the M. E. S. Selected sites will be dealt with as prescribed in para. 70, Regulations for the M. E. S.

(iv) In cases where the matter is not considered to be of sufficient importance to warrant the assembly of a board, the written opinion of the unit commander or local head of the department concerned will be submitted. When a department or service, other than that primarily interested, is also concerned the remarks of the head of that department or service should also be obtained. 66089 (Q. 3).

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(b) Sanitation.

419. Responsibility.—Station commanders are responsible for the sanitary condition of all buildings and lands in the cantonment which are in military occupation and for taking all measures necessary for the preservation of the health of those under their command. (See K. R. para. 99.)

13289-Q.-3.

420. Distribution of Conservancy duties :—

(*a*) The military authorities are responsible for conservancy arrangements within the lines of all British and Indian troops and followers. The responsibility of the cantonment authorities is limited to services required to be performed outside those areas.

(*b*) Thus the military authorities are responsible for :—

(*i*) Conservancy arrangements in barracks of British and Indian troops and other military buildings and offices maintained from military estimates ;

(*ii*) Conservancy arrangements in the compounds of the military buildings ; the cleanliness of latrines situated in those compounds and in the immediate vicinity of barracks ;

(*iii*) Collecting the filth and rubbish from (*i*) and (*ii*) and placing it in receptacles conveniently located and supplied by the cantonment authorities.

(*c*) The cantonment authorities are responsible for carrying out the conservancy duties normally assigned to municipal bodies, namely :—

(*i*) The provision of receptacles indicated in (*b*) (*iii*) above ;

(*ii*) The collection and removal of the filth and rubbish from these receptacles ;

(*iii*) The collection and removal of sullage water ; and

(*iv*) Arrangements for disposal of filth. rubbish and sullage water.

(*d*) All conservancy arrangements for military personnel in non-cantonment military stations shall be made by local military authority concerned.

13289-Q.-3.

420-A. Payment for conservancy services.—

(*i*) In order to meet all expenditure on conservancy arrangements in cantonments and non-cantonment military stations, debitable to army estimates, lump sums will be placed at the disposal of general officers commanding-in-chief, commands, and the commander, Burma independent district.

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(*ii*) Under the provisions of Section 98 of the Cantonments Act, 1924, suitable and economical arrangements shall be made on written agreements by the local military authorities concerned with cantonment authorities for payment for the services detailed in paragraph 420 (*c*), at special rates fixed on the basis of actual cost of the services rendered. The agreements will be drawn up in accordance with ordinary business principles and should not cover indefinite periods.

(*iii*) Officers commanding stations will arrange all details of the allotment of the establishments required within the station in consultation finally with general officers commanding-in-chief, commands, or the commander, Burma independent district, and the latter should in all cases satisfy themselves of the absolute necessity for the establishments asked for. Brigade commanders will decide which units in the station will pay the personnel employed.

The allotment of personnel to units for the purposes of pay will be reported to the controller of military accounts concerned. All changes of allotment for purposes of pay will similarly be reported.

Under the arrangements detailed above, it should be possible for the local military authorities to effect considerable economy, consistent with the health of the troops and standard of efficiency, by a combination of establishments, or by adopting other methods of reducing expenditure.

420.-B. Latrines and Urinals.—The construction and repair of latrines and urinals, together with the provision and maintenance of the furniture and appliances other than privy pans for the same, are arranged for by the M. E. services. 30303-E. 3.

The M. E. services are also responsible for the construction and repair of incinerators at all places other than cantonments where troops are quartered.

Privy and commode pans are provided by the I.A.O.C. and present arrangements, whereby they are obtained and paid for, will continue.

420-C. Disposals of Stable Litter.—Stable litter is to be disposed of to the best advantage to the State. The Military Farms Department shall have the first claim on all available litter, on payment, after incineration requirements have been met. The rate payable by the Military Farms Department shall be fixed by the G. O. C. in consultation with the Assistant Controller of Grass Farms and O. C unit with due regard to the rates obtainable in the open market, and the proceeds accruing therefrom shall be credited to the litter fund of the unit concerned. M. G. S. Branch (M. G.-4).

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A. D., U. O. No. 26-San. (A. D.-4), dated 31st July 1929.

The rules governing the conduct of litter funds are contained in the Financial Regulations for the Army in India, Part I. The officer commanding the station is responsible that sufficient fresh litter is provided free for use in military incinerators, and on payment for use in incinerators owned by the cantonment authorities, and that the duty of supplying litter for this purpose is apportioned equally between the units in the station.

421. Standing camps.—In cases in which the issue of latrine furniture and removal appliances is sanctioned for use in a standing camp the necessary shelters and screens will be constructed by the troops. Condemned tents will be issued for the purpose. If the camp be in a cantonment, inexpensive mud latrines may be built instead, if necessary, the cost being paid by the M.E.S.

(c) Taxation.

36243 (E. 5-B).

422 Taxes.—See para. 58, Regulations for the M. E. S. as reconstructed by amendments, etc., dated September 1927.

6. HOT WEATHER APPLIANCES AND ESTABLISHMENTS.

423. Where hot weather appliances are authorized for the following buildings (see Regulations for M.E.S.), establishments for working them are provided at the public expense for such periods as may be considered necessary by the medical authorities and these are notified in station orders:—

(a) Buildings for dwelling purposes.

63275 Q. M. G.)

1. Quarters for lady nurses.

2. Barrack rooms and regimental quarters and tents occupied by regimental soldiers, departmental non-commissioned officers and non-departmental soldiers (U. L.) not drawing consolidated pay, schoolmistresses not otherwise provided for, and their families.

3. Buildings occupied by garrison sergeant majors and transport serjeant-majors (U.L.), who draw consolidated pay.

4. Wards of hospitals for British and Indian troops.

5. Quarters of matrons residing in hospitals for British families.

6. Buildings occupied by park serjeants and their families.

7. Buildings occupied by soldiers employed in veterinary hospitals (U.L. and regimental); and those in military prisons and detention barracks and barrack detention rooms occupied by warders not on the U. L.

8. Military prison cells and rooms in detention barracks for which appliances are specially allowed.

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(b) Other Buildings.

9. Guard detention rooms.

10. School rooms (except those used in the early morning only).

11. Regimental institutes (except liquor bars).

12. Regimental workshops (except voluntary).

13. Serjeant's messes.

14. Prayer rooms.

15. Battery, squadron or company offices.

16. Offices, surgeries and dispensaries of hospitals for British troops.

*17. Offices of staff and departmental offices not in receipt of contract office allowances— see P. and A. Regs.

18. Cook houses of British troops not provided with electric fans, in which British cooks are employed.

19. Offices of Indian units (including animal transport units).

*NOTE.—Charges on account of hot weather establishments maintained in station staff offices in India will be met from the contingent grant of the districts of which they form an integral part.

60104 (Q. M. G.-3). A.-44621. (A. G.-10).

424. Payment for establishments.—Charges for the above services, except those under 6, 7, 8 and 17 will be borne by the district grant which will be distributed to brigade commanders, who are responsible for fixing the strength and rates of pay of establishment at stations. The authority fixing the rates of pay of such establishments, whether for duty in barracks, hospitals, offices, etc., will take into account when doing so whether the men have to work by day and night, or by day only; the rates for men employed on day work only being fixed at a lower rate than for those employed for day and night duty. Charges under 6, 7, 8 and 17 will be debited to the grant concerned. Allotments to brigades will be notified in district orders, those to units in brigade orders, and unit commanders will, in order to enable them to watch the progress of expenditure of their allotments, keep registers showing the number of men employed and the rates of pay. In order to keep the expenditure in hired labour as low as possible, the strength of establishments will be reduced whenever practicable. Punkha and tattie coolies for places of divine worship will be provided from the establishment of units concerned. Charges on account of punkha and tattie coolies for offices of station veterinary hospitals will be met from the sum allotted for station veterinary hospitals.

425. Tatties.—When recommended by the medical authorities, tatties will be issued by the Indian Army Ordnance Corps on the scale laid down in India Army Form Z-2151, for the services enumerated in paragraph 423; but where electric fans have been installed in authorised military buildings, the issue will be restricted to very exceptional cases at 'very hot plains' stations, and be subject to sanction by the competent financial authority Local purchase of

66359 (Q. M. G. 3).

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C.-1957 (M. G. 3).

tatties may however be resorted to by the ordnance and clothing factories and inspection section establishments at the discretion of the head of the office incurring the expenditure, when it is economical or convenient to do so.

7. MEDICAL AND HOSPITAL DUTIES.

(a) General instructions.

426. Food and drink brought by visitors.—Visitors and attendants are forbidden to bring food, drink, money or other articles, to patients in hospital without the permission of the medical officer in charge.

427. Serious illness to be reported.—When a patient becomes seriously ill the O. C. hospital will at once inform the unit commander (giving such particulars as it may be necessary to send to relatives) and the chaplain (in the case of Christian patients) by letter.

428. Attendance of medical officers at parade.—Arrangements should be made for medical officers to be present at artillery and field practices when troops are operating at a distance from cantonments.

Medical officers will attend when the units they are in medical charge of are inspected.

429. Civilians treated at military hospitals.—The station commander may permit Europeans unconnected with the army to be treated in military hospitals.

(b) Officers.

430. Officers on the sick list.—An officer on the sick list will not leave his place of treatment except for such exercise as may be ordered by his appointed medical attendant. The hours during which such exercise is permitted shall be notified in station orders; in no case may he appear at any place of public amusement or resort. With the written consent of his commanding officer on the recommendation of the medical officer, he may appear at his own mess for meals and recreation. In the case of a staff or departmental officer the necessary information will be sent to the station commander.

431. Nurses for sick officers.—An officer in military employ when treated under military medical arrangements is entitled to the services of a nurse or nurses under the following conditions:—

(*a*) If the station commander and the senior medical officer concerned consider the disability to have been contracted on duty.

(*b*) If the senior medical officer concerned considers their employment to be necessary.

When members of the M. N. S. are not available private nurses may be engaged under the authority of a station order.

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432. Officers entitled to medical attendance.—An officer in military employ is entitled to free medical attendance in his quarters or admission to, and free attendance in, a military hospital if accommodation exists. When an officer has been admitted into a military hospital, he will receive all attendance including nursing that may be necessary for his recovery. An officer's family is entitled to free medical attendance in quarters only, but may be admitted to a military hospital if this is recommended and accommodation is available.

The right of an officer in this respect exists only while he is on duty or while residing during leave of absence at a station where there is a medical officer paid by government. The family of an officer is entitled to medical attendance whether the officer is present at the station or not. In other cases such as treatment in civil hospitals an officer will defray ordinary hospital stoppages. Z.-4775 (D. M. S.)

433. Medical attendance on leave.—Officers of the Indian army and officers, w. os., n. c. os. and men of the India unattached list, when on leave in the U. K., are eligible for medical treatment under the same rules and conditions as personnel of the British army. The conditions of treatment are laid down in the Regulations for the Army Medical Service, and the rules regarding the recovery of hospital stoppages are contained in the Regulations for the Allowances of the Army. The rules provide for a refund of reasonable expenses of medical attendance by private practitioners in cases where military hospital accommodation is not available for officers entitled to it and the condition of the patient renders it impossible for him to be removed to a hospital. Claims for a refund of expenses of this nature will be submitted direct to the Accountant-General, India Office, for settlement, accompanied by a certificate from the district commander of the district in which the officer resides, that the conditions referred to in the Regulations for the Army Medical Service, have been fulfilled. Officers on leave suffering from the effects of tropical diseases are eligible for admission to the London school of tropical medicine for treatment. All officers requiring such treatment should apply to the India Office. The cost of sanatorium treatment for officers and nurses on full or half pay who are suffering from tuberculosis and whose disabilities have been contracted in and by military service may be refunded up to a limit of eight guineas a week.

434. Admission to civil hospitals.—In the case of an officer or his family being admitted to a civil hospital the authorised medical officer will certify that such admission is necessary.

434-A. Inoculation and vaccination of officers newly arriving in India.—When an officer joins a unit in India on first appointment from the United Kingdom, the officer commanding the unit will report the arrival to the officer commanding the military hospital, without delay, in order that the officer concerned may be inoculated against the enteric group of diseases and vaccinated against small-pox at the earliest possible opportunity, if these precautions are considered necessary and if he is willing to undergo them. Z-4204 (D. M. S. 5).

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(c) Soldiers.

435. Medical history sheets.—The medical history sheets of British soldiers will be dealt with as directed in the K. R. Medical history sheets will be kept up for all persons attested or enrolled under the I. A. A. Medical history sheets of all Indian troops and followers will be kept in the Indian station hospital concerned. The entries in those sheets regarding transfers, arrivals, discharges, etc., will, however, be made by the O. C. the unit or corps; only the purely medical entries being made by the hospital authorities.

No. 15303 (D. M. S. 3).

436. Sick reports, British and Indian troops.—When a British soldier reports himself sick he will be sent to hospital with this medical history sheet and a sick report (A.F.B-256) which will be completed as follows by the medical officer in charge:—

Medicine duty, *viz.*, treatment and return to duty.

28618 (D. M. S. 5). Attend, *viz.*,—attendance at hospital, with such duties as may be recommended.

Detained, *viz.*,—detained in hospital up to 48 hours and subsisted in hospital on extras during the period of detention.

Hospital, *viz.*,—admitted to hospital and placed on hospital diet for following day.

On the day of admission patients will be subsisted on extras supplied by the hospital in lieu of being rationed from their units.

Duty, *viz.*,—reported sick unnecessarily.

In the case of Indian troops similar remarks will be entered in the morning state of sick.

437. Articles soldiers are allowed in hospital.—A British soldier will have with him only his helmet, cap, chevrons, boots, razor, shaving and tooth brushes, also the necessary cleaning articles. He will, if able to do so, shave himself; haircutting and shaving of helpless patients will be arranged by O. C. hospital.

Indian soldiers and followers will have with them their puggris or hats, boots, chevrons and lotah, also the necessary cleaning materials.

A-28542 (A. G. 13). No soldier British or Indian shall have money or valuables in his possession [other than the sums provided for in the note below paragraph 117 (*v*), Financial Regulations for the Army in India, Part II].

Z-2873 (D. M. S.). **438. Soldier in hospital placed under arrest.**—If a soldier in hospital is placed under arrest and the medical officer does not dispose of the offence the crime report and a statement of evidence will be sent to his unit commander.

439. Report of injuries.—When an officer or other rank British or Indian or a public follower, is maimed or injured, except in action, a report (A. F. B.-117) will be sent to the unit commander as soon as possible after the date on which the patient has been placed on the sick list whether in quarters or in hospital.

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440. Sickness caused by an offence, by misconduct or imprudence.—When a British soldier or a person subject to the I. A. A. has been admitted to hospital on account of sickness believed to have been caused by an offence under the A. A. or I. A. A. respectively, the unit commander will make a preliminary enquiry into the case and acquaint the medical officer with the result in order that the latter may give or refuse the certificate (A.F.C.-1644) referred to in section 138 (2) A.A. or 50 (*c*) I.A.A. The medical officer will attend the subsequent investigation of the offence whether before a court martial or the unit commander, and give evidence in substantiation of the facts contained in his certificate. The certificate alone is not sufficient. When a person subject to the I. A. A. is admitted to hospital on account of sickness caused by his own misconduct or imprudence, the medical officer will furnish the certificate referred to in Section 50 (*cc*) I. A. A. Z-2095 D. M. S.

440-A. Medical inspection of British and Indian n. c. os. and men on arrival or departure from a station.—British and Indian non-commissioned officers and men will be medically inspected on their arrival at, and departure from, a station, whether they have come from, or are proceeding to the, United Kingdom, overseas or another station in India. They will bring with them A. F. B.-256 with their particulars duly filled in. The medical officer will enter his remarks and sign it.

(d) Regimental Nursing Orderlies.

441. British.—In order that nursing orderlies may be available for duty in hospitals on mobilization, a number of selected privates and lance-corporals trained in nursing duties will be maintained in British units. The units and the minimum number of trained nursing orderlies which they shall maintain will be notified by the A. G. With the exception of men belonging to units allotted to field army and covering troops, all trained nursing orderlies will, on mobilization being ordered, be placed at the disposal of the D. M. S. and not be recallable to their units. Those nursing orderlies of units allotted to field army and covering troops, who may be employed in British military hospitals under peace conditions will, on mobilization being ordered, be replaced by trained nursing orderlies of units allotted to internal security. Soldiers selected for training will be sent to a British station hospital where they will undergo a six months' course of instruction in first aid, stretcher exercises and duties of a nursing orderly based on R. A. M. C. training, 1911. On conclusion of the course they will be examined and those who pass a satisfactory examination will be awarded a certificate (I. A. F. X-1843) as a trained regimental nursing orderly. The degree of proficiency attained in each subject in which the soldier has been trained, will be stated on I. A. F. X-1843. Only reliable intelligent men of good character in possession of at least a third class certificate of education will be selected for training as nursing orderlies.

Excluding soldiers undergoing training in accordance with the above instructions, British soldiers required for special nursing duties in British station hospitals will be furnished by the station or unit commander. They may be employed for any period up to six months even though

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their units is transferred to another district or brigade; they will then be returned to regimental duty and will not be employed again on nursing duties until a period of at least three months has elapsed. If their employment has been continuous for six months they will be examined (I. A. F. X-1843). Soldiers employed in hospitals, ambulance and nursing classes will be excused all regimental duties except the usual annual course of musketry and field training, and should not be changed.

Nursing orderlies will be housed, where possible, in a separate block in the hospital, or in case no such accommodation exists, in the nearest British lines, and will be in charge of a n. c. o. (trained in nursing, if possible) who will also act as librarian to the hospital except in hospitals where R. A. M. C. other ranks are employed. The O. C. hospital is responsible that all regimental nursing orderlies in excess of actual requirements are returned to their units.

442. Indian.—The employment of Indian soldiers as sick attendants should seldom be necessary but if their services are specially required they will be furnished on the written authority of the station or unit commander concerned. An Indian sick attendant will not ordinarily be employed for a longer period than one month.

8. MILITARY BANDS.

443. Indian entertainments.—No military band shall play at an Indian festival or entertainment in a city without the sanction of the station commander, or wear uniform at a private Indian entertainment. In no circumstances will bands, either in or out of uniform, be permitted to take part in Indian processions through the streets or in public places.

444. Band committee, Indian units.—The band of an Indian unit will be managed by a committee of three officers appointed half-yearly. The accounts will be laid before the quarterly mess meetings.

445. Massed bands.—The instructions in the K. R. concerning the leading of massed bands, and the time of military music will be followed.

A-33114 (A. G.-11).

446. Contributions to band funds, Indian units.—The first band contribution of an officer of the I. A. shall not exceed 15 per cent. on one month's pay of rank, Indian army allowance, command pay, or additional pay as 2nd-in-command adjutant or quartermaster. Payments will commence and will be paid in monthly instalments to the unit to which an officer permanently belongs; when he completes 18 months' service in the I. A., or (if not permanently belonging to a unit) to the first unit to which he is permanently appointed after completion of 18 months' service in the I. A. Officers will pay further contributions similarly calculated, on the increase accruing to their monthly emoluments, on each occasion of promotion or permanent advancement to a higher regimental appointment. Contributions due from an officer on promotion or permanent advancement to a higher regimental appointment which occur while he is seconded or extra regimentally employed, provided he is not officiating in an appointment, will not be levied unless the officer returns to

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regimental duty (either with his own or any other unit) when the contribution will be paid to the unit to which he is posted.

An officer who returns to regimental duty after his name has been struck off the cadre of a unit, will pay an original contribution to the unit in which he received a permanent appointment. A.-21632 (A. G.-11).

In the case of an officer serving with an active or training battalion of Indian infantry, contributions will be paid as follows:—

(*a*) When the training battalion maintains a band and the active battalion with which the officer is serving does not:
Contributions will be paid in full to the training battalion irrespective of whether the officer is serving with that battalion or with his active battalion.

(*b*) When the active battalion with which the officer is serving maintains a band and the training battalion does not:
Contributions will be paid in full to the active battalion, irrespective of whether the officer is serving with that battalion or with the training battalion.

(*c*) When both active and training battalions maintain bands:
Contributions will be paid in full; 80 per cent., will go to the active battalion and the remaining 20 per cent., to the training battalion.

In all cases band contributions will be collected by the officer commanding the battalion in which the officer is serving at the time they fall due. Adjustments of band contributions between battalions will be carried out annually as soon as possible after the 1st January in each year. The rate of contribution in each regiment of infantry will be fixed so that all battalions of the regiment will pay at a uniform rate.

447. Subscriptions to band funds, Indian units.—Every officer of the Indian service will pay to the unit on the cadre of which he is borne (or pending first appointment to the unit to which he is attached) a monthly subscription not exceeding 2½ per cent. on his pay of rank, Indian army allowance, command pay, or additional pay as 2nd-in-command, adjutant or quartermaster. An officer not serving with his unit will make payments as follows:— A.-33114 (A. G.-11).

(*i*) If temporarily attached to another unit he will pay to each corps half its regimental rate.

(*ii*) When absent from regimental duty for a period exceeding three months and not seconded, an officer will pay to the unit to which he permanently belongs, the full regimental rate for the first three months and half that rate thereafter.

(*iii*) A seconded officer will pay a quarter of the regimental rate on the pay of his rank and permanent regimental appointment.

(*iv*) Officers on privilege or casual leave, full regimental rates; all other kinds of leave, half regimental rates.

(*v*) An officer at the staff college, Camberley or Quetta, pays no subscription. A.-30934 (A. G.-11).

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(*vi*) In the case of Indian infantry battalions (active and training) which maintain a band, subscriptions will be paid to the battalion in which the officer is serving. When a battalion in which an officer is serving does not maintain a band no subscription will be paid.

(*vii*) An officer serving as an Indian territorial force company commander will pay the full rate to the battalion to which he is attached.

9. MESSES.

(a) General instructions.

448. Mess bills.—If an officer has not paid his mess bill for the previous month by the 15th of each month, the unit commander will call upon him to do so, and if the bill is not settled by the end of the month a report will be made to the brigade commander.

449. Mess guests.—The cost of mess guests and entertainments will in all cases be borne by the officers concerned in proportionate shares, calculated according to their monthly Indian pay of rank.

450. Married officers.—Married officers will dine in mess at least once a month.

451. Mess committee.—The mess will be managed by a committee of three members appointed at the quarterly meeting which will be held as directed in the K. R. A statement on I. A. F. A.-160 will be laid before the meeting.

452. Charges against mess fund.—The mess fund will be applied to defray charges, firstly for housing and tentage, secondly, for lighting and wages of servants and lastly for the provision and upkeep of equipment.

(b) Contributions and subscriptions.

A-33114 (A. G.-11).

453. British units.—In British units contributions will be calculated in the manner laid down in King's Regulations on English pay, and subscriptions on Indian pay of rank *plus* additional pay for command, 2nd-in-command and adjutant, and in accordance with the rules in King's Regulations.

454. Officers U. L.—Officers of the U. L. while attached to British regiments will pay subscriptions but not contributions.

A-3311 (A. G.-11)

455. Contributions, I. A.—The payment of mess joining and promotion contributions follows the rules laid down in para. 446 except that the amount shall not exceed 25 per cent. on one month's pay of rank, Indian army allowance, command pay, or additional pay as 2nd-in-command, adjutant or quartermaster. In the case of battalions (active and training), all contributions will be paid into the mess of the active battalion, to which an officer is permanently

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posted, but 20 per cent. of the contributions paid by all officers of the battalion will be remitted annually by each active battalion to the mess of the training battalion. The amount of the contribution in each regiment of infantry will be fixed so that all the battalions of the regiment pay the same.

455-A. Annual subscriptions.—In lieu of all contributions and subscriptions referred to in paragraphs 446-455 inclusive, an annual subscription which shall not exceed one day's pay of rank, command pay, Indian army allowance and departmental corps pay, may be levied by the Indian Army Service Corps headquarters mess, Rawalpindi, on all officers belonging to that corps. Departmental officers will pay up to one day's pay of rank only. This subscription will be paid annually on the 1st of January of each year and will be based on the rank and grading held by officers on that date. 55083 (Q. M. G.-5).

Officers newly appointed to the corps on any date subsequent to the 1st of January in any year will only be liable to pay a proportionate subscription for that year.

455-B. Initial contributions.—I. A. S. C.—Officers appointed or transferred to the Indian Army Service Corps will pay an initial contribution to the corps headquarters mess, not exceeding 25 per cent. of one month's emoluments calculated on (*a*) pay of rank, (*b*) Indian army allowance and (*c*) corps pay. Payment will be made in twelve monthly instalments, first instalment being paid on the date of confirmation in the corps. Initial contributions will not be levied on officers of the commissary class on promotion to commissioned rank. A-34486 (A. G.-11).

455-C. Initial contributions—Officers of the British service transferred to the Indian Army.—Officers of the British service who transferred to the Indian army will be liable for the payment of fresh band and mess joining contributions to their new units, irrespective of the fact that they may have already paid initial contributions to their original units. The payment of these contributions will be governed by the rules laid down in paragraphs 446 and 455. Band and mess contributions already paid to the original unit will not be refunded. B.-8104 (A. G. XI.)

456. Mess subscriptions, I. A.—The monthly rate of mess subscription for an officer of the Indian army, is Rs. 8, the payment of which is governed by the following circumstances :— A-38991 (A. G.-11).

(*i*) Officers temporarily absent on duty—an officer on duty who is a member of a sanitorium, depot, class of instruction or officiating in a staff or other appointment, for one month or upwards, will pay to that mess the subscription he would otherwise have to pay to the mess of his own unit. An officer who does not belong to another mess, and is not seconded, will pay to the unit to which he permanently belongs the full rate for the first three months, and half that rate thereafter. An officer who is a member of another mess for one month or upwards, and is not seconded, will pay full subscriptions to that mess. A-4683/2 (A. G.-11.

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(*ii*) Officers on privilege or casual leave, full regimental rates; all other kinds of leave, half regimental rates.

(*iii*) Officers seconded and members of another mess—a seconded officer serving in another unit in which a mess is maintained will pay no subscription to the unit on the cadre of which he is borne.

(*iv*) Officers seconded but not belonging to another mess—will pay Rs. 2 per mensem to the unit on the cadre of which he is borne.

(*v*) Officers serving with training battalions—an officer who is appointed for a tour of duty with a training battalion will pay his full subscriptions to the training battalion and not to the active battalion to which he belongs.

(c) Soldiers messing and cooking.

457. Messing and kitchens.—The unit commander will pay particular attention to the men's messing and arrange that the meals, kitchens and cooking utensils are inspected daily by an officer. All vessels used for drinking water or for cooking shall be washed daily in a solution of permanganate of potash.

10. RATIONS.

458. General.—All small detachments or parties will be attached to a regular unit for ration and supply purposes.

The sale of, or traffic in, any portion of the ration supplied by the state for issue to troops, followers or animals, is strictly prohibited.

459. Issue of I. A. S. C. supplies.—When I. A. S. C. supplies are issued to units from supply depots and when supplies are taken over by units direct from the contractors at their ration stands, a representative of the unit (a commissioned officer, except from such units as the station commander decides this to be impracticable) will invariably attend at the time such supplies are drawn. He will be responsible for providing the loading parties and will arrange for such transport as may be necessary for the removal of supplies from the supply depot or the ration stand, as the case may be.

52750 (Q. M. G.-6).

459-A. Over and underdrawal of rations.—In working out their indents for I. A. S. C. supplies, units will bear in mind the following points:—

(*i*) In no circumstances can underdrawals on any one day be made good on any subsequent day.

(*ii*) Overdrawals on any one day will be adjusted by underdrawals on subsequent days within the month to which the indent pertains, except in the case of overdrawals on the last day of the month when adjustments will be made by underdrawal in the next month.

(*iii*) Any deficiency due to failure to supply by the contractor will be made good under paragraph 133, Financial Regulations, Part I, and I. A. F. Z.-2120.

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In the case of any particular article, or articles, of rations short delivered by the contractor and which cannot be purchased in the market, immediate action will be taken to issue substitutes in accordance with regulations.

460. Rations, to whom admissible.—Free rations are authorised for :— 52750 (Q.M. G.-6).

(*i*) *British troops.*—Warrant, non-commissioned officers and men of the British army in India; departmental and non-departmental warrant and non-commissioned officers of the I. U. L. who are not drawing consolidated rates of pay; hospital matrons residing in public quarters, irrespective of whether their husbands draw marriage allowance; officers, n. c. os. and men of the auxiliary force, as authorised under the rules in "Regulations for the Auxiliary Force, India."

(*ii*) *Indian troops.*—All combatants of the Indian army, sub-assistant surgeons of the I. M. D., religious teachers in Indian units, veterinary assistant surgeons of the I. A. V. C., when at duty, on casual leave, in military custody, or whilst awaiting a passage back to India, when discharged at or joining the reserve from a station beyond sea, but not when on leave (other than casual leave) or proceeding on or returning therefrom or in hospital; personnel of bullock transport units; officers, n. c. os. and men of the clerical, store-keepers, nursing and ambulance sections, and head cooks, 1st grade and ward servants, 1st grade of the I. H. C.; officers of the Indian territorial force when embodied; enrolled personnel of the Indian territorial force when embodied or attending a camp of exercise; all combatant ranks of Indian state forces when serving under the Government of India or when attending courses of instruction in British India.

Note.—Anglo-Indian and Parsi sub-assistant surgeons may draw rations on the scale allowed to British troops on payment of the difference between the cost of the British troops ration and that of the Indian troops ration.

(*iii*) *Followers.*—Other establishments of the I. H. C., recruit boys of Gurkha battalions under 16 years of age (half ration only); those over 16 years of age will receive compensation for dearness of food as laid down in Pay and Allowance Regulations; artificers of the Indian Army Ordnances Corps in Burma; munshis of British units in Burma. 3305 (Q.M. G.-6).

(*iv*) *Animals.*—All Government animals, including officers chargers up to the authorised number, either purchased or hired from government for whom forage allowance is not drawn, but excluding boarders. Authorised chargers of Indian officers and men of the Indian state forces when attending courses of instruction in British India. 60003 (Q.M.G.-6).

460-A. Extra Rations.—General officers commanding, districts and independent brigade areas may, on the recommendation of the local medical authorities, sanction the issue of extra ration to British and Indian troops and any others entitled to free rations at the 3374 (Q.M.G-6.)

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scale for British and Indian troops in the following circumstances for period not exceeding 30 days in any one financial year without reference to the Government of India. Extra rations for further periods may, if necessary, be authorised, but in such cases covering sanction of the Government of India must be applied for:—

(*i*) When climatic conditions are specially severe and unusually hard work is being performed, and G. Os. C. are satisfied that the messing allowance is insufficient to supplement the daily ration to the extent requisite to maintain its recipient in health.

(*ii*) When epidemic deficiency diseases, *e.g.*, beri-beri. scurvy, etc., appear or are anticipated.

The extra rations authorised under (*i*) above will be restricted in the case of British troops to the articles included in the normal peace ration or their authorised substitutes, subject to a maximum of Rs. 3 per man per mensem; and in the case of Indian troops to the articles included in the field service ration subject to a maximum of Rs. 2 per man per mensem. The value of the extra rations so authorised will be calculated at stock book rates.

The extra rations authorised under (*ii*) above will be other than the articles included in the normal peace ration or their authorised substitutes.

All extra rations will be provided by the I. A. S. C.

In addition to the above, a daily issue of ½ oz. tea and 1 oz. sugar per man may be made to troops when recommended by the local medical authorities owing to eitner climatic or physical stress subject to a maximum of three days at a time and nine days in and one month.

14122 (Q. M. G.-6) NOTE.—These rules do not apply to the issue of extra ice such rules are contained in S. R. S.

A.-60003 (Q. M. G.-6). **461. Scales of rations.**—The scales of rations authorised are laid down in "Scales of rations and supplies issued by the I. A. S. C."

When troops and followers are called out in aid of the civil power the field service scales of rations will be authorised.

60003 (Q. M. G.-6.) **461-A. Allowance in lieu of rations.**—When rations are not drawn, the amount of money allowance in lieu will be found in P. and A. Regulations.

462. Supplies.—

(1) *At places where supply formations are located.*

4929 (Q. M. G.-6). Units will hold stocks varying between a minimum of three days', and a maximum of ten days', supplies for men and animals in their ration store. These stocks shall never be allowed to fall below 3 days'.

(2) *At places where supply depots do not exist.*

(*i*) Units will hold stocks varying between a minimum of 6 days, and a maximum of 13 days' supplies for men and animals in their ration store. These stocks shall never be allowed to fall below 6 days'.

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(*ii*) Where it is economical and the authorised stocks in commands permit, army commanders may :—

(*a*) Authorise drawings by decade or fortnightly, as the case may be. In such cases the maximum stocks in unit charge will vary according to the decision of the army commander.

(*b*) Fix a higher minimum number of days' stocks to be held in view of distance by rail from the supply depot on which the unit is dependent, or for reasons of policy.

NOTE.—A minimum of 15 days' stocks shall be maintained at all times at the following stations where supply depots do not exist :—

Eastern command	Shillong.
Southern command	Baroda.
Burma district	Port Blair.

These quantities will be found from and be included in the stocks authorised to be maintained in each district.

The I. A. S. C. will issue all articles of I. A. S. C. supply in bulk, and in complete bags, unbroken boxes, packages, etc., to units to avoid loss and irregularities. The distribution of the supplies within the unit will be performed by the quartermaster establishment. Such establishment shall not include bunniahs.

In order to minimise loss due to deterioration of articles of I. A. S. C. supply while in unit charge, commanders will utilise the services of supply officers as necessary to assist units in stock-taking and to advise on the storage and preservation and disposal of stores and supplies or the accumulation of surplus or obsolete stores.

Ordinarily, surplus ration articles in unit charge which cannot be consumed by the unit will be transferred to another unit, as supplies once drawn from the I. A. S. C. may not be returned to a supply depot except under the conditions mentioned in para. 839 (*i*). Surplus articles which accrue on the conclusion of field service or on the cessation of special concessions will, however, be disposed of to the best advantage of the state under orders of the competent financial authority either by issue to troops in lieu of articles of the standard peace ration according to the authorised scale of substitutes by transfer to hospitals or by sale.

463. Complaints from units.—The stock of rations before acceptance from the I. A. S.C . shall be approved of by the unit concerned. If articles of rations are considered by the unit commander as inferior or unfit for issue, they shall at once be placed in charge of a guard, with such precautions as may be necessary to prevent their being changed, or their further deterioration. The condemned rations will be at once surveyed by the I. A. S. C. officer who will, if he agrees, replace the rejected articles, but if in his opinion the rations are of standard quality, he will at once take the order of the station commander in the matter.

463-A. Issue of rations on re-payment.—Rules regarding the issue on repayment of articles of I. A. S. C. supply are shown in appendix XLI. 60003 (Q. M.G.-6).

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11. GARRISONS AND REGIMENTAL INSTITUTES.

(a) General instructions.

464. General.—Particulars relating to the management of institutes are contained in "Rules for the management of garrison and regimental institutes, India."

465. Supply of rum to troops.—Rum required for payment issues to troops will be obtained under unit arrangements, and not from the I. A. S. C.

466. Soda water machines.—Aerated water may be bought from a local dealer. If regimentally manufactured it shall not be sold to the public, but only to officers and soldiers of the garrison. For advances to assist in the establishment of a soda water machine, see P. and A. Regs.

(b) Soldiers' gardens.

467. British units.—A regimental garden is one which is worked regimentally under the supervision of a committee of officers. Company gardens are worked by the men themselves. Neither regimental nor company gardens may be worked for the purpose of making profit derived from sale of produce outside the regiment. In the case of regimental gardens an account of all receipts and expenditure will be kept and the profits divided among soldiers employed in the garden.

The rules regarding soldiers' gardens do not apply to soldiers on the U. L.

Soldiers' gardens may not in any circumstances be let to a contractor for cultivation or worked otherwise than directly by soldiers.

29705 (A.D.) **468. Sites.**—Soldiers' gardens are land in military occupation and are therefore A (I.) land as defined in Rule 7 (1) of the Cantonments Land Administration Rules, 1925. New sites, for this purpose will usually be allotted on A (I) land under the orders of the general officer commanding-in-chief the command. Whenever it is proposed to make the allotment on A (2) land as defined in the same rule, the sanction of the Government of India will be obtained to the re-classification of the land as A (I.). New garden sites will in the first instance be broken up and inexpensively enclosed by the M. E. S., the cost being defrayed by the unit and subsequently recovered from the state.

63705 (Q. M. G.-3). **469. Seeds.**—Seeds, including seed potatoes, for soldiers' gardens will be supplied free under local arrangements and the cost met from the allotments authorised in Pay and Allowance Regulations, Part II, para. 180, clause IV-A.

470. Unit leaving station.—A unit which leaves a station before the arrival of the relieving unit, will arrange for the care of its gardens, but if there be no relieving unit, the station commander may place the gardens in charge of the M. E. S. to be worked in the interests, and at the expense, of the outgoing unit.

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471. Well gear and establishment.—The establishment and necessary gear for working wells will be provided by government. In the case of company gardens the gear will be repaired and renewed at the expense of the garden fund.

472. Gardens and lavatory waste water.—The gardens in connection with the disposal of waste water from lavatories or bath rooms are to be in charge of regimental authorities and are not chargeable against M. E. S. funds. When the barracks are vacant these gardens will be in charge of the local M. E. S. officer.

473. Sale of produce.—Vegetables obtained from soldiers' gardens by the I. A. S. C. will be paid for either at the current local contract rate or at the military grass farms production rate, whichever is cheaper. 29705 (A.D.)

474. Indian units.—Regimental gardens may, with the sanction of the G. of I., be established by Indian units at stations where vegetables are not procurable. In such cases, except in Baluchistan and the Zhob, government will provide the land, a first issue of tools and seeds, and will bear the cost of a gardener for one year.

(c) Parade and cricket grounds.

475. Maintenance.—Government provides parade grounds and, for British troops, cricket grounds, maintains station parade grounds and the railings of cricket grounds, and undertakes heavy repairs of regimental parade grounds. In other respects the maintenance devolves on units.

12. REGIMENTAL WORKSHOPS.

476. Object and rules.—Regimental workshops are established to render units independent, and to afford soldiers and their children the opportunity of learning a trade, and employing their time profitably. The tools required will be bought from loans from the liquor bar funds. Charges will be made in accordance with a fixed tariff for labour to be hung up in the shop. Fifty per cent. will be added to the cost of labour, on account of tools and plant, on work done for government or private individuals. Regimental workshops will be allowed to buy any available material from arsenals, or the M. E. S. Castings may be procured on payment from the Cossipore factory if the necessary drawings and specifications are sent. For rules regarding the supply of tools, see Equip. Regs., Part I, India, and for the annual prizes admissible, see P. and A. Regs.

13. ARMY REMOUNT DUTIES.

(a) General instructions.

477. General.—Officers of the remount department shall have access to all government stables and animals, except sick lines and animals under veterinary treatment.

478. Definition of term "remount".—All animals will be regarded as remounts for 12 months after being brought on to the strength of a unit for the first time.

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479. Register of animals.—I. A. F. Z.-2147 "Register of animals" will be maintained by all units in possession of public animals.

62916 (Q.M.G.-15). For the purpose of reports and returns the year of the age of every animal will be reckoned from 1st April with the exception of imported Australian horses whose ages will be reckoned from 1st October.

480. Replacements of animals.—Units are, as far as possible, kept up to peace establishments by the director of remounts, who gauges requirements from the periodical animal state of units. Remounts are normally issued to units during February and March in batches after the training season and not as casualties occur, except when it is convenient to despatch local purchases direct to a unit.

The selection of remounts from remount depots by commanders of units is not permitted, nor can a remount be refused by a unit.

481. Equipment of men fetching remounts.—Conducting parties sent to fetch remounts will be provided with sufficient gear for the conveyance of animals both by rail and road. The articles usually required are:—

Halter with rope	. 1 for every animal.
Nosebag	. Ditto.
Bucket	. 1 for 4 animals.
Bags, gunny	. The number required to hold the grain ration for the journey.
Ditto	. 1 for each animal to hold the fodder ration for each day of the journey.

For feeding fodder to animals in trucks, salitas or strips of sacking long and broad enough to fill the space between the breast bars to which they are lashed, will also be provided.

Two spare gunny bags, or kerosene oil tins, per truck will be sent which will be filled with earth at the despatching station for use in case of fire.

The unit commander providing the conducting party will be responsible for any delay in the despatch of animals due to the disregard of the rules relating to conducting parties for remounts.

482. Arrival of remounts.—When remounts are received the unit commander will:— 47202 (Q.M.G.-14).

(*i*) place them apart from other animals until tested with mallein,

(*ii*) compare the remounts with descriptive roll accompanying

(*iii*) grant a receipt (I. A. F. Z.-2148),

(*iv*) inform the veterinary officer in charge of their arrival,

(*v*) have the animals branded, and a veterinary history sheet (I. A. F. V.-1752) prepared.

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483. A remount horse, mule, camel or bullock cannot be refused by a unit. Remounts issued to units must be given a fair trial and, excepting for veterinary reasons, no recommendations for their casting or transfer will be considered till they have completed six months' service with their unit. 1208 (Q.M. G.-15).

Should a remount, subsequent to its issue from a remount depot or purchasing agency, be certified by a veterinary officer to be unfit for service for veterinary reasons it may, under the recommendation of the administrative veterinary officer of the command, be disposed of in accordance with para. 494(2) below.

484. Disposal of foals.—Foals of government mares are the property of the state. In regimental units, when a mare is pronounced by a veterinary officer to be in foal, the fact will be reported to the remount officer, command head qrs., who will decide as to the destruction of the foal when born, or make other arrangements till time of weaning, the foal being transferred to a remount depot when weaned. In transport units and depots, the foal will be destroyed immediately after birth. In remount depots, disposal orders for the foals when born, will be issued by the superintendents of the depots. 62892 (Q.M. G.-15.)

485. Boarded-out horses.—A. G. O. C.-in-C. will be responsible for allotting to each cavalry unit stationed, in his command number of fully trained horses to be boarded out on the terms stated in I. A. F. H.-1119, subject to the total number allotted to the command, by Army Headquarters from time to time, not being exceeded.

On mobilisation these "boarders" provide a sufficient number of trained and conditioned horses to admit of the regiment going into the field without drafts from other units. See Appendix XIV.

486. Responsibility for allotment.—(*a*) All boarders being on the peace establishment of cavalry regiments, commanders of cavalry brigades will supervise generally the working of the system.

(*b*) The unit commander is the sole judge of the suitability of the allottee and will issue boarders to applicants subject to the rules laid down in Appendix XIV.

486-A. Playing of government horses at polo.—Subject to the general control of general officers commanding-in-chief, commands, a district or independent brigade commander may authorize the playing at polo of government horses of any unit—

(*i*) by all officers and other ranks of that unit, and

(*ii*) by officers of other units and of the Royal Air Force in India, provided that horses are available after meeting the requirements of officers and other ranks under (*i*) above.

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Before exercising this authority he must be satisfied that:—

(*a*) the horsemastership and stable management of the unit are satisfactory in all respects;

(*b*) the military efficiency of the unit will not be thereby impaired;

(*c*) the unit is not below authorized establishment in horses on account of inefficiency or shortage of personnel;

(*d*) the average number of 'boarders' hired out is not less than 50 per cent. of the number allotted for the command;

(*e*) no extra expense to government is entailed;

(*f*) the horses hired for polo will not be permanently removed by the hirer from the station at which the unit is located and will be available for military duty, if necessary; and

(*g*) all feed over the standard allowance for a single horse is paid for by private arrangement.

II. Commanders will be guided in their judgment of the efficiency of stable management and horsemastership of a unit by the reports of the technical inspecting officers of the remount and veterinary services, and adverse reports should be taken into account when the question of authorising or renewing this privilege is being considered.

583 (Q.M.G.-15). III. An infurance fee of Rs. 7-8 (rupees seven annas eight) per mensem will be paid for each horse played at pol and this amount will not be reduced if the horse is played for a shorter period than one month. The total sum dueu insurance from a unit will be credited to government monthly, throgh the pay bill by the officer commanding the unit who will be the authority responsible for certifying the number of horses played.

IV. These rules are not to form the basis for a demand for a special type of horse from the army remount department.

16154 (Q. 10.) **486-B. Use of government horses for hunting and pig sticking.**—Subject to the direct control of general officers commanding-in-chief, commands, and the Burma independent district commander, government horses may be used for hunting and pig-sticking, by all officers holding the King's commission, including officers of the Royal Air Force in India, under the following conditions:—

(*i*) Military training is in no way interfered with.
(*ii*) No extra expense to government is entailed.
(*iii*) The average number of boarders hired out is not reduced below 50 per cent. of the number allotted to the command.

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(*iv*) No horse is used for hunting until it is eight years old, has been certified by the veterinary officer as physically fit for the purpose; and has been passed as 'trained' and fit for ordinary military training by the officer commanding unit.

(*v*) No horse is used for hunting of any description without the approval of the officer commanding the unit, who will be the sole judge as to whether an officer is a sufficiently capable horseman to be trusted with, and likely to exercise proper care of government animals. The officer commanding unit will hold frequent inspections of horses hired-out.

(*vi*) No horse used for polo, under paragraph 486-A a bove, is used for hunting and pig-sticking and *vice versa*.

(*vii*) Subject to the concurrence of the officer commanding the unit, a horse may be used for hunting of any description up to a maximum of three days a fortnight. No one other than the officer hiring a horse will be permitted to hunt that horse.

(*viii*) No horse will be issued from any unit for hunting to an officer serving at an out-station.

(*ix*) Horses issued under this scheme may be kept temporarily in the private stables of the officers using them for hunting.

(*x*) In view of the extra strain imposed on horses used for hunting, provision will be made, at the expense of the officer using the horse, for such additional forage, as may be considered necessary by the officer commanding the unit.

(*xi*) For each horse used for hunting, an insurance fee of Rs. 7-8-0 (rupees seven and annas eight) a month, or any portion of the month, will be paid to the officer commanding the unit by the officer using the horse. The total sum for insurance fees due from a unit will be credited to government monthly by the officer commanding the unit on whose charge the horses are held, and who will be the authority responsible for certifiying the number of horses used for hunting. These insurance fees will be paid by the officer commanding the unit to the treasury and not debited through officers' pay bills. A list certified by the officer commanding, showing the unit number of each horse will accompany each payment, and the veterinary officer in charge will countersign this list as evidence that all the animals have been passed by him as physically fit.

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63316 (Q. M. G.-15.)

487. Branding of animals.—All animals on receipt by corps or units will be branded with the unit serial numbers as follows :—

Horses, ponies and mules—on the fore feet.

Bullocks—on the horns.

Camels—on the near neck.

Replacements shall receive the serial numbers of the animals they replace (except in the case of remount depot.)

Hoof brands will be $\frac{5}{8}$ inch high and neck brands 3 inches.

Animals at the time of purchase will be branded as detailed in the Remount Regulations, India.

54132 Q.-13).

487-A. Castration.—Horse, pony, mule or camel entires issued to units direct from the place of purchase will be castrated as early as possible after receipt.

(b) Officers' chargers.

488. Selection of remounts by high officials.—Their Excellencies the Viceroy, the Governors of Provinces and the C.-in-C., may select horses from any remount depot without limit as to number, and may return an unsuitable horse within 12 months of purchase subject to examination for soundness. The Secretary to the G. of I., in the Army Department, may similarly select one horse. Application to select or return horses will be sent to the Q. M. G.

59478 (Q. M.G.15).

On removal of a selected charger from a remount depot, the selecting officer will take all risks and become liable for its value at the concession rate.

489. Officers to be suitably mounted.—The brigade commander is responsible that the officers in his command are suitably mounted.

490. Number of chargers to be maintained.—Every officer is required to maintain the number of chargers laid down from time to time in Army Instructions (India). To assist officers in providing themselves with chargers they will be allowed to purchase horses from government on the terms laid down in Appendix XIII.

491. Register for chargers.—All units having mounted officers on their establishments will maintain a charger register in which will be entered the following information regarding each officer's charger :—

Full description (including date of foaling).

Whether purchased from government or privately.

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Date of selection, if purchased from government. 47202
The C. O. will cause a veterinary history sheet (I.A.F.V.-1752) to (Q.M. G.-14), be prepared for all such chargers.

492. Hiring of chargers.—Officers who act temporarily in mounted appointments and who are not otherwise provided with chargers may hire chargers from government up to the number authorised for the appointment in Army Instructions (India) subject to the rules in Appendix XIII.

Officers serving with dismounted units may not purchase chargers from among British cavalry or artillery classes, either from remount depots or units, and are restricted to horses 15·1 and under.

(c) Castings.

493. Fitness for service of animals.—There is no age limit as to fitness for service of army animals, but no animal that is not fit for one month's active service in the field shall be maintained on the effective strength of any unit.

All animals on the effective strength are therefo e fit and available for active service. Of the animals on the peace establishment of a unit the following only are ineffective:—

(1) Untrained remounts.
(2) Sick or in veterinary charge.
(3) Cast by proper authority and awaiting replacement.

494. Casting authority.—All public animals considered unfit for one month's active service in the field will be cast under 3 main headings:—

(1) Remount cases for unsuitability (*vide* para. 495) to be cast by the director of remounts who is empowered to cast any government animal.
(2) Veterinary cases—for chronic disability.
(3) Worn out cases.

For (2) and (3) the casting authority is the G. O. C. in C., district, brigade or area commander or any other officer who may from time to time be specified by the Q. M. G. His decision will be absolute in these two cases, but immediately after issuing instructions for casting, he will forward one copy of the casting roll (I.A.F. Z-2149) to the director of remounts for record.

495. Casting cases.—(1) Remount cases include all animals that fail to develop suitably and those unfit by reason of being prematurely worn out [*i.e.*, under the age indicated in sub-para. (3)] or through wind sucking, crib biting, speedy cutting, brushing and vice and in the case of riding horses and camels those dangerous or unsafe to ride.

They will be inspected by the remount officer with command headquarters who, after recording his opinion on I. A. F. Z-2149 as to the advisability of casting the animals or retaining them for any

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other arm or service, will forward the roll in duplicate to the director of remounts for disposal orders. Remount cases should be brought forward for casting at the conclusion of the training season.

59505 (Q. M. G.-15). (2) Veterinary cases will be inspected by the D. A. D. V. S. of the district, who will record his opinion on I. A. F. Z-2149 and forward the roll in duplicate for the orders of the casting authority.

(3) Worn out cases include—

(*a*) horses and bullocks 15 years and over, and

(*b*) mules and camels 18 years and over

which are unfit for one month's service in the field. These and all animals other than remount cases, certified incapable of further work will be notified at once by the unit commanders to the casting authority after they have been inspected by the D. A. D. V. S. of the district who will verify their ages and record his opinion on I. A. F. Z-2149.

66986 (Q. M.G.-15). **496. Disposal of casters.**—Disposal orders will be passed without delay to the unit commander by the director of remounts (through the remount officer with command headquarters) for remount cases and by the casting authority for veterinary and other cases.

On receipt of orders by the unit all animals for destruction will be destroyed forthwith in the presence of the unit commander.

497. Branding of animals for sale.—All animals for sale will be branded with the letter " R " on the near quarter or if for vice with the letters " RV ". They will be sold by public auction by the unit commander under the instructions of the district, brigade or area commander, who will nominate auctioneers and fix the date of sales to include the greatest number of animals, without causing unnecessary delay in their disposal. Animals that fail to realise the following prices:—horses and L. D. or pack battery mules Rs. 80, ponies (riding or draught), mules (other classes) and camels Rs. 50, bullocks Rs. 30, will be destroyed at once by the unit commander who will inform the casting authority of his action.

No animal will be kept a day longer than avoidable. For rules for disposal of cast animals previous to being sold by auction see para. 499.

498. Owning of casters.—Officers and soldiers are prohibited from purchasing animals cast from their own units.

499. Purchase of casters.—Cast horses previous to their sale by public auction may be purchased at Rs. 50 by the following in order of priority:—

70866 (Q.M. G.-15). (1) *Bona fide* horse and mule breeders in the breeding areas controlled by the army remount department.

(2) Mounted members of the auxiliary force, India.

59694 (Q.M. G.-15). (3) Mounted officers and officers designate of the army in India Reserve.

(4) Military farms department.

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(5) Executive officers of the cantonments department for public service in cantonments.

(6) Upper subordinates of the M. E. S.

In the case of (1) and (2), the grant of this concession is subject to the proviso that these casters will not be taken as chargers on mobilization.

The purchase money will be paid to the officer charged with the sale of the animals, who will inform the unit commander concerned where credit to government for sale-proceeds will be found. In cases of inter-depart nental transactions, adjustment of amounts to be recovered for the sale of casters will be made by book debit. 13262 (Q. 15).

Individuals purchasing cast animals under the foregoing rule shall however certify in writing to the officers conducting the sale that they will resell the animal only with the consent of the nearest military unit commander. In these cases when permission to resell is applied for the unit commander concerned will have full authority to order immediate destruction of the animal if necessary to prevent cruelty. In such cases compensation will not be admissible.

(d) Disposal of animals.

500. Animals strayed or lost.—No animal strayed or lost will be struck off the strength of the unit or depot to which it belongs for six months. Information will be given immediately to the civil authorities and the loss advertised in the press by the station commander.

501. Animals to be destroyed.—Animals dangerously vicious or permanently unfit for work in civil life by reason of lameness, age or disease, other than contagious, will be cast and destroyed under the orders of competent authority.

502. Destruction of animals.—Military animals, other than remounts, which are under treatment in station veterinary hospitals and considered by an officer to be incurable, may be destroyed under orders of the brigade or station commander.

503. Destruction of animals incurably injured.—Any government animal certified by a veterinary officer to be incurably injured may be destroyed forthwith and, similarly in cases of incurable injuries which are such as to necessitate the immediate destruction of the animal, the senior officer present may, in the absence of a veterinary officer, order the destruction of the animal, reporting his action to the brigade commander. An enquiry into the circumstances of the loss will be held in all cases, except when the veterinary officer is able to certify that death from natural causes would otherwise have ensued.

The proceedings will be forwarded through the usual channels to the D. A. D. V. S. of the district for his remarks and return to the brigade commander who will decide whether the case need be further investigated by a court of inquiry. 10315 (Q.M.G. 16).

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14. VETERINARY DUTIES.

(a) General instructions.

504. Access to stables.—Veterinary officers shall have free access to all government stables but they will first acquaint the unit commander concerned of their intended visit. All military animals shall be inspected periodically. Executive officers in stations will inspect animals at least once a fortnight.

505. Veterinary assistance for officers' chargers.—If a veterinary officer or assistant is present at a station on duty he will, within the limits of the station, when requested, treat, supply medicine to, and advise regarding registered sick chargers of officers of any unit or branch of the service (including the auxiliary force, India). He will decide whether an animal shall be sent to hospital. He will only attend a charger outside the station in a case of urgency and if his travelling expenses are defrayed by the owner. No animal, the property of the officer, other than a registered charger, will be admitted into a hospital or supplied with government medicines.

47202 (Q.M.G. 14). *Bonâ fide* registered horses of members of the auxiliary force, India, are entitled to free treatment in station veterinary hospitals, and civil veterinary hospitals or dispensaries under local boards as the case may be, when injured in the performance of military duty, provided the injury is not due to any neglect on the part of the rider.

506. Veterinary opinion.—The officer in veterinary charge of a remount depot will furnish an officer selecting a charger therefrom with a written opinion as to its soundness. In other cases the officer purchasing a horse for use as a registered charger may send it to a station veterinary hospital for the written opinion of the officer in charge.

47202 (Q.M.G. 14). **507. Line gear.**—The head collar, water bridle, head and heel ropes, clothing and grooming kit, all in serviceable condition, will accompany all animals to veterinary hospitals and will be maintained in this condition by the unit to which they belong.

47202 (Q.M.G. 14). **508. Classification of veterinary hospitals.**—Hospitals are classified :—

(1) Veterinary hospitals, class I, including those of remount depots.

(2) Veterinary hospitals, class II.

(3) Branch hospitals, including those of remount depots.

(4) Sick lines for camel transport companies.

(5) Sick lines at stations where no veterinary hospital exists.

They are distributed under the orders of the Government of India as may be determined from time to time according to the distribution of units.

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The equipment of (3) will be on charge of the parent hospital, and that of (4) and (5) on unit charge.

509. Assistance to Veterinary establishments.—If necessity arises the brigade commander will detail regimental establishments to assist in carrying on duties of veterinary establishments. Attendants will be detailed by officers commanding units to accompany animals to hospital for grooming purposes in the proportion of one to every two or less sick animals. Where a proportion of Indian army veterinary corps personnel is available for grooming duties, the number of attendants demanded from units for this purpose will be proportionately decreased. Men detailed for duty in veterinary hospitals are under the orders of the veterinary officer. 461 (Q.M.G. 16).

510. Veterinary hospitals, class II, branch veterinary hospitals and sick lines.—In all cases when a veterinary officer or veterinary assistant surgeon is present he will be in charge of the veterinary hospital or sick lines and be responsible for the treatment of animals and the care of the stores. In a station where no veterinary personnel is present, the charge of the veterinary hospital, class II, will devolve on the senior officer of the mounted unit or units in the station and that of the branch veterinary hospital and sick lines on the senior officer of the unit or units for which they are maintained. The station commander will be responsible that the stores, equipment, etc., of the hospital and sick lines are handed over on change of units. 64993 (Q.M.G. 16).

511. First aid appliances.—An officer commanding mounted troops before leaving his station will see that he is provided with adequate supply of first aid appliances and medicines from the veterinary hospital.

512. Infectious diseases of animals.—The station commander is responsible that every precaution is taken to prevent the spread of disease. Any animal showing suspicious symptoms of contagious or infectious disease, and any animal brought into contact with it, will be immediately isolated together with their attendants and gear. During the prevalence of contagious or infectious disease at a station all animals will, under the orders of the station commander, be examined fortnightly by a veterinary officer. When any case of contagious or infectious disease constitutes a public danger, the animal whether public property or the property of any person in military service, will be destroyed on the written opinion of a veterinary officer, under the orders of the station commander.

513. Prevention of infection.—The veterinary officer will communicate all necessary details for the disposal of carcasses and the disinfection of stables and equipment of every kind to the unit commander who will be held responsible that the measures indicated are carried out. The veterinary officer will inform the station commander

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instruction. Possession of a certificate by a farrier that he has passed a course of veterinary first aid and animal hygiene at an army veterinary school will be accepted as sufficient qualification as regards veterinary knowledge.

57499 (Q.M.G. 16).

The officer commanding a cavalry regiment is responsible that in addition to the squadron farrier, there is always one man in each troop who has qualified as a cold shoer and is kept in practice as such.

516. Preparation of the hoof and fixing shoe.—The ground surface of the crust will be lowered with the rasp, not the knife; the sole and bars shall not be cut nor a sound frog touched. The toes will be shortened with the rasp and the outer edge of the crust will be rounded before the shoe is nailed. The nails shall not be driven too high, and the clinches shall be evenly laid. The shoes shall accurately coincide with the outer edge of the crust, not projecting at any point except slightly at the heels. No rasping is permitted after the shoe is on.

517. New shoes, hoof dressings, shoeing book.—Every horse will be shod with new shoes when necessary. Removes are allowed at the discretion of the unit commander or veterinary officer. The general application of dressings to the horses' feet is forbidden. The orders in regard to the maintenance of a shoeing book, the daily inspection of the horses of a squadron, and their shoeing by the farrier-serjeant as laid down in the K. R. will be observed.

518. Responsibility of a unit commander for shoeing.—He will be responsible for the proper shoeing of all horses, including those in hospital. All newly shod horses shall be inspected by an officer.

519. Shoeing hind feet.—Riding horses shall not as a general practice be shod behind. Unit commanders will use their discretion as regards shoeing draught horses behind. Indents for more than 10 per cent. of hind shoes for riding horses will be forwarded to the district commander for approval before submission to C. O. Os.

15. MILITARY SANITARIA AND DEPOTS.

A-33416 (A. G. 1).

520. Sanitaria.—A sanitarium includes only that portion of a station which is set apart for the accommodation of convalescents. An officer will be detailed to command the sanitarium.

The distribution of accommodation at sanitaria is made by the district commander in which a sanitarium is situated in communication, where necessary, with other district commanders.

521. Duties of commandant.—The commandant of a sanitarium is responsible for the discipline and interior economy. He will introduce no change in any regimental system that may be in force among the men and will keep the unit commanders concerned informed of all casualties and other matters affecting them. He will train and exercise such men as are medically fit.

522. Temporary duty at sanitaria.—The brigade commander will detail officers of the British service, not belonging to the regimental staff, for duty at sanitaria during the summer months. An

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engineer officer will not be detailed without the sanction of the district commander. Applications shall be submitted by the 1st January. Any n. c. os. and men required for temporary duties will be detailed by the brigade commander. N. c. os. serving at sanitaria should not hold more than one appointment.

523. N. c. os. and buglers.—Every party proceeding to a sanitarium will be accompanied by a due proportion of n. c. os. and buglers, invalids or otherwise. The number of n. c. os. will be not less than 1 serjeant, 1 corporal and 1 lance-corporal to 44 privates.

524. Transfers.—Soldiers sent to a sanitarium on account of ill-health are, if not in hospital, to be considered as attending hospital. The retention of men at sanitaria beyond one season on medical grounds, shall be approved by the brigade commander. Men who become fit for duty may, under the orders of the brigade commander, rejoin their units and be replaced by others from the plains.

525. Serjeants' mess.—The monthly subscription to the serjeants' mess at a sanitarium will be fourteen annas for unmarried, and seven annas for married members.

16. ECCLESIASTICAL.

526. General.—Chaplains of the Indian ecclesiastical establishment are gazetted officers who are appointed to minister to military and civil servants of the King Emperor in India and are only subject to direct military authority when on active service or if present on manœuvres, or on the line of march with troops. At other times the wishes of the station commander will be conveyed to them personally or by letter and not as an order. B.-5367 (A. G. 11).

527. Ranks.—Chaplains accompanying a force on field service, or at manœuvres, or attached to troops at large concentrations, shall rank as follows:—

Chaplains	with 7 years' service or less	As captains.
,,	7-16 years' service	As majors.
,,	over 16 years' service	As lieut.-colonels.

The word "service" in this paragraph means the service which regulates a chaplain's standing in his own department. Chaplains on field service holding the position of deputy assistant chaplain general shall rank as colonel.

528. Religious books.—Indents for bibles, prayer and hymn books will be submitted in accordance with I. A. F. Z-2000.

529. Duties.—The chaplain of a station will regularly visit the military prison or detention barrack and hold one or more weekly services for the religious instruction of the soldiers under sentence and will send to the station commander an annual report thereon.

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Soldiers of any denomination under sentence may be ministered to by chaplains of their own faith.

530. Capitation returns.—When capitation allowance is admissible, the station staff officer will, on application, furnish any chaplain ministering to the troops, with a monthly certificate showing the number of officers and men of his denomination present in garrison.

531. Parade services.—The orders regarding divine service and chaplains contained in the K. R. are applicable to British troops and Indian christians, but during seasons of the year in which climatic conditions are very severe, district commanders may authorise officers commanding stations to suspend compulsory church parade at their discretion. The hours for parade services will be fixed by the station commander in communication with the several chaplains or ministers.

British troops will be marched to church with arms. Every encouragement and facility will be given to soldiers who wish to attend the Holy Communion and the station commander may excuse men certified by the chaplain as present at early celebration of Holy Communion from the parade service. Men wishing to attend the Holy Communion after the parade service will be allowed to remain in their seats in church. They will return to barracks independently, report themselves and hand in their ammunition. No band shall play during service within 300 yards of any place of worship.

532. Stations without chaplains.—At stations where there is no church or chaplain, divine service will be held under the orders of the station commander in any suitable government building.

532-A. Cemeteries and churches.—Rules for the care of government cemeteries, the levy of grave and ecclesiastical fees, the building of churches, and the supply of church furniture, are contained in Ecclesiastical Rules published by the Education Department of the G. of I. (now Commerce Deptt.).

533. Scripture reading rooms.—The Harrington prayer rooms are available to soldiers of all christian denominations, and may be used for the delivery of addresses, for meetings and occasionally for purposes of a semi-religious character, but not for purely social purposes.

The prayer rooms at the various stations will be under the general supervision of the soldiers christian association in India, through its travelling secretary. They will, however, be controlled locally by the station commander who will arrange to have them administered by a committee of management which will consist of:—

(*i*) the chaplains of the various denominations, who will be *ex-officio* members, and

(*ii*) not less than 3, or more than 5 officers or soldiers of the various denominations, who may be willing to serve on the committee. These will be elected by those using the prayer rooms.

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In no case will the chaplains form a majority on the committee.

The president and the secretary will be elected by the committee, subject to the approval of the station commander and on condition that the president is either an officer or a chaplain.

The committee will be responsible to the station commander for the proper administration of the prayer rooms, and will maintain a record of the minutes of their meetings which shall be submitted quarterly to the station commander for his inspection. They will see that the rooms are not used for purposes for which they are not intended, and that the buildings, furniture and appurtenances are kept in order. They will also arrange, with the approval of the station commander, a time-table showing the days on which, and the hours at which, meetings will be held in the rooms and the character of the meetings. The respective denominations may, if required, have the exclusive use of the rooms on the occasions set apart for their own meetings.

The station commander will be responsible for the provision and maintenance of furniture, equipment and supplies as are authorised by government.

A copy of this regulation will be hung up in every prayer room.

17. MISCELLANEOUS.

534. Thursday holiday.—Thursday will as far as possible be kept as a holiday. Company training may, but musketry shall not be suspended.

535. Interpreters in British units.—The brigade commander may appoint a regimental officer who has passed the preliminary Urdu to be interpreter for a British unit for one year from the date of the arrival of the unit in India. A qualified officer of another unit may be appointed if there is none in the unit.

536. Personal and mess orderlies.—The number of mess and personal orderlies allowed in an Indian unit is laid down in Peace Establishments. Orderlies shall never be employed in a menial capacity.

537. Munshis with British units.—An application for appointment as munshi to British troops will be submitted in manuscript. The appointment and discharge will be carried out by the district commander. Munshis are also subject to the provisions of para. 235.

Applicants for appointments as munshis shall have qualified by passing the oriental languages teachership examination.

The duties of munshis are:—

(1) to act as interpreter to the unit to which posted,

(2) to teach Urdu to British other ranks of the unit to which posted.

No outside employment, which interferes with the proper performance of these duties, shall be undertaken by a munshi.

14862 (G. S., M. T. 2).

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Munshis will not be appointed as chaudris, nor are they to be permitted to interfere with, or to have any authority over, the Indian followers. Moreover, they are on no account to be permitted to engage in the supply of punkha coolies or to hold any contract whatever.

They will ordinarily accompany their units when moving in relief within Indian limits. They will, however, be allowed to remain behind in their stations and take up their duties with the relieving units, if mutually agreed upon by the district commanders concerned. In the case of a unit leaving India timely arrangements will be made between district commanders concerned for the transfer of the munshi o a unit arriving in India in relief.

538. Removal of a British soldier's wife for misconduct.—Applications for the removal of a soldier's wife from a unit for misconduct will be submitted on I.A.F.D-917 for the orders of the district commander.

539. Married establishments of British units.—The scale of married establishments for British units is laid down in Appendix XV., and the regulations for admission thereto, which apply equally to a man on furlough from India (see I.A.F.L-1174), are contained in the K. R.

540. Move of a British soldier's family.—When a British soldier on the married roll, or a widower finally leaves India, all members of his family in the country, will as a general rule accompany him. When, for special reasons, it is desired to leave any member of the family behind, the sanction of the G. of I. will be applied for, through the A. G. This will only be granted when it is satisfactorily proved that the individual will not become a burden on the state.

541. Married establishments of Indian units.—The authorized married establishments for units of the Indian army are laid down in Appendix XV. Any extra accommodation in existing lines may be utilised, but no expense will be borne by government in connection with the move of any of the families concerned.

542.

543. Pouch ammunition.—Pouch ammunition (20 rounds per man) will be carried on guard, at church when firearms are taken, on the march, on journey by train, at camps when it cannot be suitably stored and when required by circumstances. The custody of ammunition in the lines or barracks will be as follows :—

(i) *British troops.*—The ammunition of a barrack or a group of rooms will be locked in a box, secured to the floor. The key will be kept by the senior n. c. o. who will hand it over to the orderly-serjeant when he leaves barracks. A duplicate

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key properly labelled, of every box will be kept in the guard room.

(ii) *Indian troops.*—The ammunition of a squadron, battery or company, will be locked in a box, containing the requisite number of sub-section, troop or platoon boxes, placed in the armoury or s. a. a. stores. The key of the box, properly labelled, will be hung up in the quarter-guard and will only be delivered to an officer. The British officer of the week will have duplicate keys.

The keys of the armouries or s. a. a. stores will be similarly labelled and hung up in the quarter-guard. The British officer of the week will have the duplicate keys of the armoury or s. a. a. stores.

These rules may be modified by the brigade or district commander to meet special local circumstances. The rapid issue of ammunition will be practised.

544. Custody of ammunition.—The orders contained in the K. R., relative to the issue of ammunition and the custody of he keys of the magazine, will be strictly observed. These orders apply to the s. a. a. stores.

Care will be taken when collecting ammunition, that none is retained by a soldier. The unauthorised possession of ammunition will be treated as a grave offence.

545. Employment of Transport.—In order to ensure the most economical use of government transport vehicles and to reduce the charges incurred on hired transport for the conveyance of government stores and the performance of other station duties, I. A. S. C. and regimental officers responsible for detailing transport will utilise any existing military transport, whether mechanical or animal, and whether held regimentally or by the I. A. S. C., in preference to employing hired transport provided that :—

(1) the service can be carried out at no greater cost by means of government transport :

(2) cadre vehicles may be used only during the period of reservist training and not otherwise, except with the previous sanction of the Q. M. G. in India :

(3) the load must conform to the economic capacity of the M. T. vehicle :

(4) M. T. must not be used in preference to A. T. unless A. T. is otherwise fully occupied, either in training or on station duties.

The extent to which M. T. may be employed under these rules will be limited to the total amount of the funds provided under the local hired transport grant *plus* the authorised petrol mileage allowance. Within this amount and subject to the observance of the above principles, the use of M. T. should always be consi lered when comparatively long distances are to be covered and a definite timed trip can be arranged for the collection and delivery of economic loads.

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62217 (Q. M. G. 7-M. T.). Funds provided from the local hired transport grant will be allocated as laid down in the Regulations for the M. T. service in India (A. R. I., Volume V., part 4), paragraph 57 (*ii*) (*a*) and (*b*). Credit under paragraph 57 (*ii*) (*b*) will be reported to A. H. Q. monthly through the C. M. A. concerned.

60003 (Q. M. G. 6). **545-A. Hire of government transport.**—The rules and rates for the hire of government transport will be found in A.R.I., Volume V.

546. Grant of patents.—The conditions regulating the grant of patents and the trial of inventions are contained in Appendix X.

All inventors suggesting new patterns of military stores or alterations to them, are in the first instance, to refer them through the usual channels to A. H. Q. In no case will the trial of any invention be authorised without first obtaining necessary sanction.

This does not apply to articles of equipment of sappers and miners which are made up locally by the corps.

18365-G. S. S. D. 1). **547. Employment of troops on works.**—Rules for the employment of sappers and miners and pioneers under government departments or with native states and private employers, are given in Appendix XXVI; these are in supersession to all previous orders on the subject.

547-A. Duties of artificers, R. A., with certain Indian pack artillery brigades.—In addition to their ordinary duties artificers, R A., on the headquarters of the Indian pack artillery brigades located at Kohat, Peshawar, Quetta and Waziristan will inspect the equipments of the frontier garrison artillery, and supervise in regard to the completion of alterations contained in India list of changes and to repair work generally, as under:—

Artificer with Kohat brigade	. Kohat, Fort Lockhart and Thal.
Artificer with Peshawar brigade	. Malakand, Chakdara, Jamrud and Peshawar.
Artificer with Quetta brigade	. Fort Sandeman, Hindubagh and Chaman.
Artificer with Waziristan brigade	. Bannu and Dardoni.

A-28993 (A. G. 4) They will visit each station quarterly and will not remain more than two days at any station.

The artificer, R. A., on the headquarters of the Indian pack artillery brigade located at Kohat will inspect quarterly the B. L. 10-pr. guns manned by the Kurram militia at Parachinar.

A.-47644 (A.G. 2). **547-B. Regimental conferences.**—A regimental conference will be held biennially at the station (not necessarily the group centre or training battalion station) selected by officers commanding cavalry group centre units and commandants of training battalions. In the selection of this station due regard will be paid to the location of other units of the cavalry group or infantry regiment so as to avoid excessive expenditure in travelling allowances.

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These conferences will be attended by one British officer, normally the commanding officer, from each unit of the group or regiment, as the case may be. They will normally be held on the conclusion of the collective training season. A.-41928 (A. G.-2).

The date proposed for a conference will be communicated through the usual channel to Army Headquarters, for publication in India Army Orders, at least six weeks in advance. Before submitting his application, the officer commanding the group centre, regiment or the training battalion will ascertain that officers commanding other regiments of the group or the active battalions of the regiment have obtained the concurrence of their respective district or brigade commanders to the date proposed, and will endorse the application accordingly.

The period for which daily allowance may be claimed will be such as to enable officers attending the conferences to be present for two consecutive working days.

Chargers will not be taken.

Flying duty.

547-C. All officers and other ranks of the British service in India and of the Indian army, may, as part of their military duty be ordered by a combatant officer to go up in air-craft, either as passengers or for reconnaissance purposes, when the flight is considered necessary for some military purpose or training, or whenever military exigencies require it. A.-37640 (A. G. 8).

In every case in which an individual officer, warrant officer, non-commissioned officer or man is required to be carried by air on duty, he will be pro ided with a written order to that effect. This order will be handed before the flight to the officer commanding the royal air force unit concerned.

Where parties of more than one are concerned, the senior officer, warrant officer, non-commissioned officer or man of the party will be provided with the written order.

This written order may, however, be dispensed with during active operations or joint exercises in which air-craft are co-operating with troops, where it is clear that the personnel are required to go into the air on military duty.

547-D.—Loan of troops in connection with film production, and their participation in military tattoos or similar displays.—The rules relating to the loan of British or Indian troops to private firms in connection with film production, and their participation in military tattoos or similar displays are contained in Appendix XLVI. A.-48921 (A.G. 11)

547-E.—The rules regarding landing grounds are contained in Appendix XLVII. 39302 (E.-5-B.)

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CHAPTER XI.—MOVEMENTS OF TROOPS, ANIMALS, BAGGAGE AND STORES.

I. GENERAL INSTRUCTIONS.

548. Movement of units.—The extent and method of the movement of troops in relief are decided by A. H. Q. with the approval of the G. of I.

Applications from formations and units for changes to be made in the method of movement authorized by A. H. Q. will not be entertained unless based on public grounds.

Troops ordered to proceed by route march are not permitted to travel by rail at their own expense.

Movements of troops and individuals carried out in connection with training are authorized by the H. Q. of the command or independent district as the case may be, and, with exception of moves of artillery units by road to artillery practice camps, are debitable to the annual training grant of the formation concerned. When an artillery unit is ordered to move to its practice camp by rail, the excess cost of the rail journey over that of the road journey is debitable to the annual training grant.

549. Movements of British troops.—As a general rule, movements of British troops will not take place between the 1st April and the 15th October without reference to the medical authorities. The exchange of convalescents between hill sanitaria and the plains may be authorized by a district or independent brigade commander in the case of parties exceeding ten in number, provided that no unauthorised expenditure be involved. The movement of British troops and their families on Christmas day, Good Friday, Easter eve and Easter day is in normal circumstances, to be avoided.

550. Individual Movement.—The authority sanctioning the movement of an individual travelling otherwise than with troops is responsible that the movement order shall specify the date by which the individual is required to arrive at his destination in India, or, in the case of an individual leaving India, at the port of embarkation. This date is to be determined with reference to the circumstances necessitating the movement.

If circumstances do not necessitate the arrival of the individual at his destination by a particular date, he may be allowed six days for preparation, and one day in respect of each of the following distances travelled or fraction thereof:—

250 miles by rail.

200 miles by ocean steamer.

80 miles by river steamer or road when mechanical or other regular means of transportation is available.

15 miles in other cases.

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An individual who fails to arrive by the date named and is unable to offer a satisfactory explanation of the delay to the authority sanctioning the move, is to be treated as absent without leave. The authority sanctioning the move may, for special reasons, extend the period ordinarily admissible up to a limit of 30 days. 4117—Q.-2.

Individuals are not to proceed on journeys before sanction has been obtained from the competent authority. In cases of extreme urgency, however, the journey may be undertaken, but application, stating clearly all the circumstances, to the competent authority for covering sanction must be made.

551. Routes to be used.—Unless military, medical or veterinary reasons render the use of an alternative route desirable individuals, troops, animals, baggage and stores are to be despatched by the most convenient route, namely, that usually taken by the travelling public. For exceptions to this rule in the case of animals travelling by rail, see para 604. The rules regarding the despatch of troops by rail by certain routes during the hot weather are contained in para. 632.

552. Movement reports and itineraries.

Subject to the instructions below the commander of a unit or a detachment moving within Indian limits will submit a movement report to the station commander:—

(*a*) on departure from his original station;

(*b*) on departure from any station or camp at which a halt exceeding 7 days has been made;

(*c*) on arrival at his destination.

In the case of the move of a unit or sub-unit as such, this report will be rendered in quadruplicate on I. A. F. T.-1708 for submission to the Chief of the General Staff, Army Headquarters, to the G. O. C.-in-chief and to the district or independent brigade commander.

In the case of move of other parties, no report is required by the Chief of the General Staff, the submission of the report within the command will be governed by such standing instructions as may be issued by the command to meet local requirements.

553. Transfer of Followers. British units.—Class I follower establishments of British units will accompany the unit throughout its service in India. Class II Indian followers, with the exception of victualling agents, will remain in their own stations, being transferred from outgoing to incoming units. Victualling agents, of whatever class, may be transferred with units moving in relief, or at any other time, under arrangements to be made by commands concerned.

553-A. Handing over of animals on relief.—In order to avoid complaints in regard to the condition of animals handed over from one unit to another on relief, a station board will be assembled, under the orders of the station commander to report on the condition of each animal to be handed over to the relieving unit.

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The composition of the board should be as indicated below :—

(*a*) Remount officer, command headquarters,

(*b*) Veterinary officer,

(*c*) One officer from a unit similar to those concerned.

9385 (Q.M.G. 1). 2. In order to reduce travelling expenses in the case of boards on animals of infanrty and other units with only a small number of animals on charge, the remount officer, command headquarters, need not attend, in which case another officer in the station will be detailed to take his place on the board.

3. The proceedings of the board, which should be held approximately 15 days before the relief, will be forwarded to the authority convening the board.

554. Animals of units moving in relief.—When a unit moves in relief by rail, all regimental animals other than officers' chargers are to be handed over to the relieving unit unless specific orders to the contrary are issued.

Exceptions to this rule are made in the case of S. and M. units and, cavalry regiments moving in relief, who are permitted to take regimental horses as under :—

	Horses.
S. and M. units	10
Cavalry regiments	40

When a unit or detachment moves in relief by road, all sick animals which are fit to march will accompany it.

555. Handling of Baggage.—(Except as provided below), labour for the handling of baggage of invalids, and of the families of British soldiers, is provided by the I. A. S. C.; and troops are responsible for handling their own baggage, unless the medical authorities consider the provision of hired labour is essential.

At sea ports the necessary labour for the handling of baggage of invalids, families of British soldiers and troops is provided in accordance with the instructions in paragraph 688.

556. Tolls.—The rules regarding the exemption of troops, etc., from the payment of tolls are contained in the M. I. M. L.

557. Rest Camps.—A. G. O. C.-in-C. or an independent district commander is empowered to open rest camps for the use of troops whenever circumstances render this course necessary, to the extent of his financial powers, subject to the instructions contained in Financial Regulations, for the Army in India. When possible, barracks are to be utilized for this purpose.

558. Rest houses and serais.—Soldiers who use rest houses or serais are required to pay the usual fees.

559. Pitching of tents.—Instructions for pitching and striking tents are contained in "General Instructions" for the pitching, strik-

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ing and packing of tents, 1920. The spaces given therein may be extended at the discretion of Os. C. troops.

560. Conveyance of Baggage and Stores.—The rules regarding the quantity of baggage and stores for which conveyance at the public expense is authorised are contained in Passage Regulations, India.

561. Reports of Extensions of Railway communication.—When a new line or extension is opened for traffic, the district or independent brigade commander will publish the particulars and the extent to which it can be used for military traffic, in district or brigade orders. In the case of a line likely to be used for the movement of large bodies of troops, a detailed report of the rest camp and other arrangements, which the district commander may consider necessary, will be submitted to A. H. Q.

2. INLAND MOVEMENTS.

Movements by road.

562. Routes and Stages.—Movements shall be carried out by the routes and stages prescribed in the various route books, and no deviation therefrom shall be permitted save in exceptional circumstances, any such deviations must be reported to the district or independent brigade commander and to all others concerned.

563. Movement reports.—In addition to the reports prescribed in para. 552, the commander of a detachment or unit, the strength of which exceeds 50, will, when approaching any military station, forward I. A. F. T.-1708 so as to reach the local staff officer two days before the arrival of the troops and will furnish him with a marching in report on the same form on arrival.

An Indian officer or n. c. o. in command of a party moving by road must report personally at each station *en route* to the local staff officer who is responsible for the preparation and despatch of the necessary movement reports.

On arrival at a military station on the line of march the o. c. troops moving, will report his arrival to the o. c. station.

564. Itineraries.—The district or brigade commander, in whose area the movement originates, is responsible for furnishing the itinerary of troops moving by road :—

(*a*) to the o. c. at the destination ;

(*b*) to the district and brigade commanders through whose areas the troops will pass ;

(*c*) to the civil or political authorities within whose jurisdiction the route lies.

He is responsible also for informing the civil and political authorities concerned, of the strength of the troops, and of their probable date of arrival at ferries or other points where special assistance is required from the civil authorities.

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565. Transport.—Requisitions for transport for the carriage of both public and private stores, are to be submitted on I. A. F. Z.-2150 to the local I. A. S. C. representative. If sufficient government transport is not available locally and there is no I. A. S. C. representative in the station, requisitions for transport will be submitted to the nearest I. A. S. C. representative whose duty it is to arrange for the provision of the necessary transport.

The rules regarding the provision of transport by the civil authorities are contained in Appx. XVI.

The o. c. troops is responsible that animals are not overladen or ill-treated, and that on arrival at the destination or at an exchanging station, all hired transport is released without delay. Animals must always be unloaded when crossing rivers in boats.

Any serious misbehaviour on the part of drivers of hired transport, when these are not amenable to military law, must be dealt with in communication with the civil authorities.

The I. A. S. C. is responsible for the adjustment of all charge incurred on account of public and private carriage, and for the submission at the end of the march, to the o. c. troops, of a valuation statement or the private carriage supplied.

566. Carrying capacity of Transport.—The authorized loads for animal transport in India are:—

Pack mule, pack pony or pack horse	2 maunds or 160 lbs.
Pack camel	5 maunds or 400 lbs.
Army transport cart, mule draught	10 maunds or 800 lbs.
Army transport cart, bullock draught	12 maunds or 960 lbs. 10 maunds on hill roads.
Limbered general service wagon	20 maunds or 1,600 lbs.

The carrying capacity of M. T. vehicles is laid down in A. R. I. Vol. V.—Regulations for the supply and transport services.

567. Rationing arrangements for all troops, followers and animals are made by the Indian army service corps under the orders of the general officer commanding concerned. A suitable detachment of supply personnel will be in supply charge of units whilst on the march. The civil authorities may be called upon to provide supplies of the kind mentioned in India Army Form S.-1526, and such articles as are not ordinarily kept in stock (*e.g.*, sheep, fowls, eggs) or which are rapidly perishable (*e.g.*, milk), the civil authorities cannot be called upon to provide other ration articles.

When the assistance of the civil authorities is necessary, and in the cases of pre-arranged marches, *i.e.*, when such marches are not due to a sudden emergency, the general officer commanding concerned will detail an advance party consisting where possible, of personnel from both the unit and the supply service, to go ahead of the troops and associate themselves with the civil official in the purchase of supplies. The civil authorities should be informed that an advance party is being sent to assist in the necessary purchases.

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All indents on the civil authorities, for the class of articles which they are required to supply, should be preferred on them a fortnight before they are actually required. Any changes in dates, routes or quantities of supplies must be communicated at once to all concerned. Losses due to these circumstances will only be borne by the state when the competent financial authority is satisfied that they were unavoidably due to circumstances beyond the control of the responsible authority or unit. Losses due to excessive estimates will be borne by the unit responsible.

To enable the civil officials to purchase supplies, the military authorities, when submitting their indents for supplies will arrange to pay in advance to the responsible civil authorities a sum to cover the cost of supplies requisitioned. This advance will be obtained from the controller of military accounts concerned. If time does not permit of an advance being obtained from the controller of military accounts, it should be obtained from the civil treasury on the authority of a station order as provided for in para. 42, Financial Regulations for the Army in India.

The advance party is responsible for the actual acceptance of supplies, the passing in of which should be done in the presence of the civil official. Rejections should only be made when the articles tendered are unfit for consumption due to their being below the standard usually consumed by the persons or animals for whom they are intended. Supplies which have been accepted by the advance party will not be subject to further passing in; the decision of the officer commanding the advance party being final. If the supplies become unfit for comsumption owing to the late arrival of the unit or to causes outside the control of the supplier, a receipt for the supplies must be granted by the officer commanding the troops to the civil official concerned.

The military officer who takes over supplies from the civil official will furnish the latter with a receipt for the supplies actually received, and will send a duplicate of this receipt to the military authority responsible for the submission of the original indent with a view to the sum advanced to the civil authorities being adjusted by the controller of military accounts concerned.

When supplies of a quality inferior to that which might reasonably have been expected are provided, a report to this effect will be made by the officer commanding the troops to the district civil officer.

If shops are, or can be established, on or near the camping ground, the articles such as sheep, fowls, eggs, milk, etc., will be retailed by the shopkeepers; if shops neither exist nor can be arranged for, these articles will be supplied in the usual way and arrangements made for their retail issue and the subsequent disposal of any surplus.

In the case of marches due to sudden emergencies when sufficient notice of the arrival of a unit in a district cannot be given, or an advance party sent ahead of the troops, and the supplies have conse-

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quently to be arranged by the civil authorities in a hurry, the Indian army service corps officer, or, in his absence the officer commanding the troops, should bear in mind the following factors before rejecting the supplies arranged for by the civil authorities :—

(*a*) The notice given and the circumstances in which the supplies are purchased ;

(*b*) the quality which might reasonably be expected in the district traversed ;

(*c*) whether the supplies are fit for consumption though below the usual standard.

In the event of it being necessary to reject supplies on account of unfitness for consumption, the officer commanding the troops will furnish the civil official concerned with a statement showing the nature and quantity of supplies so rejected and will furnish a duplicate copy of this statement to the military authority originally responsible for making the demand who will arrange with the controller of military accounts concerned to obtain a refund from the civil authorties in respect of such supplies.

568. Slaughter places for animals.—Slaughter places for animals destined for issue as rations to troops on the line of march should not be in the vicinity of human habitations, places of resort, grave yards, tanks and groves, and will be screened from view as far as possible.

569. Duties of civil officials attached to troops.—The civil or political authorities concerned are responsible for the appointment of a police or other civil official to accompany troops, and for providing him with written instructions defining duties and powers, which will be shown by him to the o. c. troops.

The duties of this official include :—

(*a*) Prevention of the irregular sale of liquor or fruit to the troops.

(*b*) Exclusion from camps and their vicinity of women of loose character.

(*c*) Liaison between the o. c. troops and the subordinate civil officials and inhabitants generally.

(*d*) Assistance to the extent of his power to the o. c. troops.

(*e*) Settlement, within his powers, in communication with the o. c. troops of disputes with the inhabitants or with the transport establishments engaged by the civil authorities, and submission of cases beyond his powers to his superior officer.

(*f*) If irregularities committed by the troops be not discovered until they have proceeded beyond the limits of the jurisdiction of the civil or political officer by whom he is appointed, submission of a full report of the occurrence to the commander of the brigade area for investigation and disposal.

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570. Outbreaks of infectious disease.—When marching through tracts in which infectious disease may be prevalent the strictest sanitary precautions are to be observed. In no circumstances are troops to encamp on ground where cholera has occurred recently.

A commander in whose area infectious disease is reported to be prevalent, is responsible for taking any action necessary to divert troops from their original route.

In the event of an outbreak of infectious disease amongst troops on the march, the troops will, as a general rule, halt at once and take such immediate measures to check the spread of the disease as the medical authorities consider desirable. The o. c. troops will report by telegraph to the commander in whose area the troops are situated, who is responsible, in communication with the medical authorities, for the issue of such instructions as may be necessitated by the circumstances, and for reporting his action to the district or independent brigade commander.

During the course of the disease, the o. c. troops will send daily progress reports, by telegraph if possible, to district H. Q. or, in the case of cholera, as prescribed in Regulations for the Medical Services of the Army in India. The names of any British officers attacked are to be included in these reports.

571. Veterinary arrangements.—When a unit or detachment moves by road, all sick animals fit to march will accompany the unit or detachment.

D. A. D. V. S. of the district or independent brigade is responsible for making the necessary veterinary arrangements for troops required to move by road. Applications for veterinary assistance required *en route* are to be submitted to the headquarters of the district or independent brigade or to the nearest military station.

The occurrence of infectious or contagious disease amongst animals on the line of march is to be reported by telegram to the headquarters of district or independent brigade.

With a view to the prevention of the introduction of disease in animals on the line of march, the use of public camping grounds or serais is to be avoided.

572. Bazars on the line of march.—The o. c. troops on the line of march is responsible that bazars established for the convenience of the troops are properly policed and inspected regularly by an officer to ensure that irregularities be not committed. The commission of irregularities must be brought to notice and investigated without delay.

The o. c. troops must ensure that he is readily accessible to any civil official and inhabitant who is desirous of lodging a complaint.

The o. c. troops is responsible for obtaining each evening from the civil supply official, a report as to whether any claims against the

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troops remain unsettled, and, if so, for ensuring personally their immediate settlement.

The civil official is responsible for the endorsement of all receipts given for payments made by the troops, and the o. c. troops will not accept receipts which are not so endorsed.

573. Camps.—The o. o. troops is responsible for detailing an advanced party commanded by an officer if available and accompanied, if practicable, by the medical officer in charge of the troops to lay out the camp and complete the necessary water and sanitary arrangements before the arrival of the main body.

If bullocks and well gear required for drawing water from wells are unobtainable free of cost, they may be hired at the public expense: all charges connected with the supply of water to troops on the line of march to and from and in training camps except artillery practice camps, at other than established camping grounds are debitable to the annual training grant; in circumstances other than those mentioned above, such charges are debitable to the hired transport grant.

The o. c. troops is responsible for damage to government or private property, whether by troops, followers or hired transport personnel: and for the investigation and disposal of complaints by inhabitants before the camping ground is vacated by the troops.

Camps must be left clean and in a sanitary condition ready for occupation by other troops.

574. Maintenance of camping grounds.—The civil authorities are responsible for the maintenance in good order of all established camping grounds on authorized routes which are situated outside the limits of cantonments. Expenditure incurred by the civil authorities on this account is debitable to the military estimates.

The local commander is responsible for informing the civil authorities concerned of the impending use by troops of camping grounds which are situated in his area, in order that wells may be cleaned and camping grounds put in order before the arrival of the troops.

When wells have not been in regular use for some time, the brigade commander is responsible for their inspection by a medical officer before they are used by troops.

A brigade commander is responsible for the compilation and maintenance of histories of established camping grounds within his areas. In these histories will be recorded all details concerning the camping ground, its proximity to villages, railway stations, post and telegraph office; supplies obtainable locally, prevalent seasonal diseases, location of wells or other sources of water supply, suitable sites for the location of troops and animals, and for the disposal of refuse.

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A brigade commander is responsible also for communicating all necessary information regarding camping grounds to troops marching through his area, and for reporting any corrections to the route book to district or command headquarters as the case may be.

Movements by rail.

575. Authorities responsible for arranging the despatch of troops and animals.—Except in the case of small parties, as provided below, A. H. Q. is responsible for the arrangements for the movement by rail of troops, animals, and baggage. [A joint railway and military section of the Q. M. G.'s branch of A. H. Q. (code address "Milrail") is charged with the general direction of all movements by rail, with the exception of rail movements in Burma, for the general direction of which H. Q. Burma district is responsible.]

A unit commander is empowered to despatch parties of troops, the strength of which does not exceed 10, in direct communication with the railway authorities. The local despatch of parties not exceeding 20 in number may be arranged by a district or a brigade commander.

The authority responsible for the despatch of animals by rail, when these do not accompany troops, is empowered to arrange locally for the conveyance of consignments of animals not exceeding 6 wagon loads in number.

Arrangements for the despatch of larger consignments are made by "Milrail" A. H. Q.

Should it be necessary to alter a movement by rail, arrangements for which have been made by A. H. Q. a telegraphic report is to be rendered to "Milrail" A. H. Q. stating the circumstances necessitating alteration.

576. Responsibility of commanders.—Local commanders are responsible for the care, comfort and welfare of troops and families travelling by rail.

In the case of movements which commence in one command and terminate in another, the command in which the movement originates is responsible for the co-ordination and issue of any subsidiary orders, including orders regarding rations, which may be necessary:

The officer commanding the station at which troops entrain is responsible for all executive arrangements connected with their despatch through to the destination station and for taking such special precautions for the preservation of the health of the troops as he may consider necessary, although such precautions may not be specifically authorized by these regulations.

The embarkation commandants, Bombay and Karachi, are responsible for arrangements in connection with the rail movements of personnel arriving from overseas.

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577. Provision of accommodation.—As a general rule orders for the movement of troops which emanate from A. H. Q. are communicated to all concerned by post.

Notification of impending moves and entraining strengths must be submitted by the commander concerned to A. H. Q. in sufficient time to admit of the issue by post of the necessary orders.

After the issue of orders by A. H. Q. in compliance with a particular demand, additional requirements in rolling stock in respect of the same demand are not to be submitted. Should additional rolling stock be required a separate demand must be submitted in respect of which separate orders will be issued by A. H. Q.

Urgent demand calling for immediate compliance must state briefly the medical or military reasons for their urgency failing which, the move will be arranged by post in the usual manner.

To avoid unnecessary expenditure on telegrams in connection with demands for accommodation, the following procedure shall be observed :—

(*i*) Request made on "Milrail" for rail accommodation will normally be made by express letter and will reach A. H. Q. twelve clear days before the movement is to commence.

(*ii*) Telegraphic requests are only to be made when time does not permit of the procedure in (*i*) above being followed.

(*iii*) Indenting authorities should endeavour in every instance to give correct and final entraining strengths.

578. Military cars.—A limited number of military cars specially designed for the purpose, are available for the conveyance of British troops, "Milrail" A. H. Q. is responsible for the allotment and movement of these cars.

A military car provides sleeping accommodation for 66 soldiers, except as provided in para. 632 (*k*).

When in an emergency or for the other reasons, it is impossible to provide military cars for the movement of British troops, such rolling stock as can be made available by railways is utilized for this purpose subject to the condition that individuals or parties not exceeding 20 in number are to be provided with second class accommodation.

2391-Q.M.G. 2. **578-A. Kitchen and canteen cars**—Kitchen and canteen cars, when available and if considered necessary, will be attached to all British troop special trains.

579. Ambulance cars.—An ambulance train is available for the conveyance of invalids and of families of British troops.

"Milrail" A. H. Q. is responsible for the allotment and movement of this train.

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580. Military carrying capacity of ordinary rolling stock.—The military capacity of ordinary third class rolling stock is :—

Item.	Troops travelling.	Gauge of railway.	Nature of journey.	Number of soldiers to be accommodated in every 100 seats intended for the public.
1	British troops .	Broad .	All journeys . . .	40
2	Ditto .	Other gauges	All journeys . . .	50
3	Indian troops .	Broad .	All journeys carried out in connection with concentration or peace journeys other than those included in items 4, 5 & 6.	60
4	Indian troops .	Broad .	Peace journeys in the hot weather season exceeding 700 miles.	40
5	Ditto .	Do. .	Peace journeys in the hot weather season to or from ports of embarkation.	40
6	Ditto .	Other gauges	All journeys . . .	50
7	Followers .	All gauges .	All journeys except those included under item 8.	100
8	Ditto .	Do. .	Journeys when proceeding on or returning from old service, when travelling in parties sufficient to fill a complete vehicle.	60

581. Accommodation for individuals.—The rules regarding the class of accommodation to be provided for individuals are contained in Passage Regulations India.

582. Warrants and credit notes.—Carriage for troops, animals and stores, is provided by the issue of warrants or credit notes rules regarding the issue of which are contained in Passage Regulations, India.

583. Military traffic rates.—The rules and rates for the despatch of military traffic by rail are contained in the pamphlet entitled "Military Traffic Rules" published by the Indian railway conference association; certain extract from this pamphlet are reproduced in paras. 590, 593, 597, 604 and 610 for the guidance of those concerned.

584. Emergency demands by local commanders.—In an emergency, a local commander is empowered to demand special troop trains from the railway authorities. To ensure that no unnecessary delay occurs, it is incumbent on all commanders to ascertain

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and record particulars of the maximum number of reserved troops carriages attachable to ordinary trains which can be despatched from the station within the limits of their commands.

585. Parties to be accompanied by an officer.—Parties of British troops consisting of more than 50 men are to be accompanied by an officer; as a general rule parties of more than 200 men are to be placed under the command of an officer not under the rank of captain and parties of more than 400 men under that of a field officer. In the case of large parties a suitable proportion of junior officers is to be detailed to assist the officer in command.

Parties of Indian troops consisting of more than 100 men travelling by rail on duty are to be accompanied by a King's commissioned officer unless the services of such an officer cannot be made available for this purpose; in which case, the despatching authority may authorize the despatch of the party under the charge of an Indian officer, reporting the fact that he has done so to district or independent brigade headquarters.

586. Discipline.—The o. c. troops is responsible for posting guards at all halt stations, and for taking necessary precautions to prevent looting. He is responsible also that any cases of looting which may occur are investigated and settled on the spot, and for the submission of a report of the occurrence to the o. c. at the destination station.

587. Compliance with railway regulations.—Os. C. troops moving by rail are responsible that the regulations of railway companies are observed by the troops, and that the prescribed time tables and the general working of the railway service are not subject to interference on the part of the troops.

588. Notice of despatch.—The despatching authority is responsible that whenever possible 48 hours' notice of the despatch of troops, animals, arms, ammunition, treasure or stores, is sent to staff officers at:—

(*a*) all intermediate halting stations;

(*b*) an intermediate station to which troops, animals, etc., are booked for onward despatch;

(*c*) the final destination;

to enable arrangements to be made for reception or onward despatch.

Ordinarily this notice will be sent by post on I. A. F. T.-1710, but it may be telegraphed in urgent cases.

589. Time bills.—Each party despatched by rail is to be furnished by the despatching authority with a time bill on I. A. F. T.-1721 from which ordinarily no deviation is permissible. Any unavoidable deviation therefrom must be endorsed on the bill by the individual authorizing it, and communicated by him to any station at which the party will halt, and to the o. c. at the destination.

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590. Special troop trains and reserved troop carriages.—The maximum number of vehicles which can be attached to a special troop train varies on different railways, and in some cases, on different sections of the same railway.

As a general rule, the minimum number of vehicles to form a special troop train is not to be less than the equivalent of sixteen four-wheeled vehicles.

As a general rule, in calculating the number of vehicles required for the accommodation of troops, each bogie vehicle is to be counted as equivalent to four-wheeled vehicles.

Ordinarily, parties insufficient to fill the minimum number of vehicles prescribed in sub-para. 2 for a special troop train, are to be despatched by ordinary passenger train.

591. Train timings.—Special troop trains are run normally to the timings contained in military railway timetables, Parts I and II, which are issued to all concerned.

Reference to these time-tables in A. H. Q. movement orders are made in terms of blocks and timings.

Should circumstances necessitate the arrangement locally of the movement of troops by special troop trains, such trains are to run normally to the timings prescribed in these tables.

592. Halts.—The special troop train timings referred to in paragraph 591 provide for the undermentioned daily halts:—

(*a*) *British troops.*

Special troop trains with kitchen cars attached and running to fast timings.	3 halts of half hour's duration each (in the morning, at mid-day and in the evening).
Special troop trains without kitchen cars attached and running to slow timings.	3 halts of 1 hour's duration each (in the morning, at mid-day and in the evening).
Special troop trains without kitchen cars attached and running to special timings.	3 halts, *viz.*:— (*i*) morning halt of 1 hour; (*ii*) mid-day halt of ½ hour in hot weather, and of 1 hour in cold weather; (*iii*) evening halt of 1 hour in hot weather and of ½ hour in cold weather.

NOTE.—Timings of this nature are not provided for in the Military Railway time tables.

(*b*) *Indian troops.*

All special troop trains	3 halts during the day of 1 hour's duration each.

(*c*) *Animals.*

All special trains	Halts at convenient intervals of 1 hour's duration each.

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For journeys exceeding 24 hours, special halts for cooking will be allowed as may be practicable. In cases where technical railway difficulties make the question of cooking halts impracticable, a cooking wagon will be attached to the train in which the men's rations will be prepared and cooked.

593. Provision of rolling stock.—The railway authorities are responsible for the provision of sufficient and suitable rolling stock to meet the demands of military authorities, but the supply of vehicles of any particular size or capacity cannot be guaranteed.

594. Reports and stoppage of traffic.—It is the duty of the railway authorities to report by telegraph to the district or independent brigade commander concerned, and to "Milrail" A. H. Q., any interruptions of military traffic which will extend over a period of 12 hours, or involve transhipment.

595. Arrival and departure reports.—Arrival and departure reports of special troop trains must be telegraphed to "Milrail" A. H. Q. by officers commanding stations only in cases of late departures from station of origin and late arrival at destination station, exceeding two hours. In cases of delay at stations of origin exceeding 30 minutes' written reports giving brief reasons, for such delays are to be submitted direct to "Milrail" A. H. Q. by the despatching officers concerned.

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G. 2 D.

595-A. Military Stock Reports—All despatching officers will report to "Milrail," Army Headquarters, by telegram, the details of military stock despatched either by special or ordinary trains.

For purposes of economy the following abbreviations may be used :—

Class of stock.	Abbreviation.
Military cars	MCBs.
Kitchen cars	KCBs.
Officers cars	OSBs.
Families cars	FCBs.
Canteen cars	BTCs.

It will be sufficient if the army number of the vehicle is quoted, *i.e.*, that appearing on the body or panelling of the vehicle. When stock is to be attached or detached at any intermediate station this fact must also be stated.

Reports should be worded as indicated in the following specimen telegrams :—

(*a*) *Special Trains*—

"Special 127 Block F comprising MCBs. five, nine, thirteen and sixteen KCB four FCB sixty BTC ninety and OSB fifty-five left for destination. and MCB nineteen for Lucknow *via* Jhansi."

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(*b*) *Despatches by ordinary train—*

"Your 1234-16-Con. fifth August aaa MCB nineteen left by eighty down passenger on (date) for Bareily."

(*c*) *Attachment to special trains at intermediate station—*

"MCB nineteen attached to special 127 Block B on (date) for Bombay."

596. Accidents.—In the event of a train conveying troops becoming involved in a serious accident or in a break down, which involves appreciable delay in the running of the train, the o. c. troops is responsible for informing by telegraph the o. c. the nearest military station, the o. c. the military station of destination, and "Milrail" A. H. Q. of the locality and nature of occurrence, the number of casualties, and the probable duration of the delay involved.

The o. c. the nearest military station is responsible, under the orders of the district or brigade commander concerned and in consultation with the local railway authorities, for taking such steps as may be necessary for the maintenance and relief of the troops involved. The railway authorities, in consultation with the local military authorities, are responsible for the disposal of the train.

In the case of serious break downs, "Milrail" A. H. Q. will issue orders for the suspension or continuation of the movement.

597. Detention of railway rolling stock.—Detention charges as prescribed in the military traffic rules, are leviable by the railway authorities in respect of rolling stock detained beyond certain periods as specified below. It is incumbent on officers to ensure that such charges are not incurred unnecessarily :—

(*a*) Detention charges are levied by the railway authorities in respect of rolling stock delayed more than 30 minutes after the scheduled time of departure at a station of entrainment through the fault of the military authorities.

(*b*) In the case of special troop trains a period of 6 hours of daylight free of detention charges is allowed by the railway authorities for loading or unloading baggage, stores and livestock, at stations of entrainment and detrainment; detention charges are leviable in respect of rolling stock detained beyond these periods.

(*c*) In the case of wagons attached to ordinary trains a period of twenty-four hours, free of detention charges, is allowed by the railway authorities for loading or unloading. This period is calculated from the time the wagons are made available by the railway authorities for loading or unloading.

(*d*) In the case of rolling stock which is ordered but not used, detention charges are levied by railways in respect of engines unless notice is given 6 hours previous to the time originally

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fixed for the departure and also in the case of vehicles brought from another station.

These rules are not applicable to consignments of coal explosives or other dangerous goods, to which the military traffic rules do not apply.

8381-Q., 7-A., T.

597-A. Demurrage charges.—Demurrage charges will be paid to the railway authorities in preference to the hiring of transport for removal of stores when such a course is more economical to the state. Station commanders will sanction such payments on the certificate of the Station transport officer that the demurrage payable is less than the cost of hired transport required to move the stores concerned and that no army transport was available.

598. Marshalling and loading of trains.—The railway authorities in consultation with the local military authorities, are responsible for the marshalling of vehicles of special troop trains.

Once a train is marshalled and handed over to the military authorities, the arrangements made cannot be altered. The o. c. troops is responsible that the vehicles are correctly loaded, and at stations where such exist will be assisted by the R. T. establishment.

The railway authorities are empowered to detach empty vehicles, to re-marshall troop trains or to substitute other rolling stock and may require vehicles to be vacated at any station, and at any time when necessary for these purposes. When such action is necessary, the following principles must be observed so far as circumstances permit:—

(*a*) The sub-division of units is to be avoided.

(*b*) Guns and vehicles are to be conveyed in the same train as their teams.

(*c*) Drivers are not to be separated from their animals.

599. Examination of rolling stock.—The procedure to be observed when taking over and handing over vehicles is as follows:—

All vehicles assigned for occupation by troops or animals are to be examined before entrainment commences by the o. c. train, or by the conducting officer and by a medical officer. and if animals are to be entrained by a veterinary officer or veterinary assistant surgeon when available, in company with a railway official, to ensure that all vehicles are in a clean and sanitary condition, special attention being paid to the latrine accommodation. Drinking water tanks, when provided, must be clean and filled with pure fresh water. When animals are to be entrained, the breast bar fittings of goods vehicles must be carefully inspected.

A list of all deficiencies and damaged fittings will be drawn up by the o. c. train, or by the conducting officer, on the damage memorandum provided by the railway authorities.

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The damage memorandum is to be signed by the railway official participating in the examination, and the o. c train, or by the conducting officer who is responsible also that the doors of all wagons containing government stores or troops baggage are fastened securely.

On arrival at the destination, a similar examination is to be held, and the condition of the vehicles compared with the damage memorandum compiled before entrainment. Any additional damage brought to light is to be assessed in accordance with railway's fixed schedule of charges and charged to the responsible individual.

If the individual responsible cannot be detected the cost of the damage is to be shared equally between the occupants of the compartment and paid for on the spot. If, for any reason the assessed damage is not paid for in cash, the o. c. train or conducting officer must sign an acceptance for the amount involved, which the station commander at the destination will forward to the unit concerned. The latter will pay the amount without question to the railway authorities, and make necessary recoveries from the individuals detailed in the memorandum.

If any rolling stock is to be detached *en route*, the despatching officer must ensure that a separate damage memorandum is prepared for such stock. When the stock is detached, the o. c. train will hand over the appropriate damage memorandum to the officer or officers i/c of such stock. 66128-Q. M. G. 2.

Similarly, all stock joining a train *en route* must be covered by a damage memorandum which should be taken over by the o. c. train from the officer or officers i/c of such stock.

600. Hospital accommodation.—One 2nd class compartment containing not less than 5 berths on broad gauge lines and 4 berths on other lines, is to be reserved for hospital accommodation on special troop trains, and on trains other than special trains, conveying parties of more than 100 men when the journey occupies 18 hours or more. While this compartment must be fitted with electric fans in the hot weather [*vide* paragraph 632 (*e*) *infra*], despatching officers are empowered to order vehicles fitted with fans for hospital compartments at any period of the year, on the advice of the medical authorities. 65128-Q. 2.

601. Families travelling by special troop trains.—(*i*) Families of British Officers may be permitted to travel in special troop trains with the proviso that:— 1878-Q. M. G. 2.

(*a*) It is optional, and families may, if they so desire, draw travelling allowance and make their own arrangements, and

(*b*) No extra expense is caused to the state.

(*ii*) The families of civilian subordinates will not travel by special troop train but will draw travelling allowance and make their own arrangements.

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602. Heads of families accompanying families.—Married men may travel in the same compartment as their families provided that this does not necessitate the provision of an additional vehicle.

603. Entrainment and Detrainment.—When troops move by rail, the o. c. the unit or detachment is responsible for the issue of orders for the regulation of entrainment and detrainment, and for the preservation of order and discipline *en route* particularly during halts. These instructions are to be framed on the lines indicated in K. R. and F. S. R., Vol. II.

When allotting accommodation in troop trains, the numbers and units allotted are to be marked in chalk on the footboards below the doors of carriage and compartments, and not on the sides or doors of carriages.

On arrival at the destination troops are to be formed up and placed under cover, punkhas being provided, when available, during the hot weather.

The entrainment of parties of British troops exceeding 100 in number is to be supervised when possible by a staff officer, or, when this is impossible, by an officer detailed to act for him. In the case of Indian troops travelling on duty the entrainment of parties exceeding 50 in number is to be supervised by a King's commissioned officer.

66128-Q. M. G. 2.

604. Animals, guns and vehicles.—The instructions contained in King's Regulations, paras. 1062 to 1069, both inclusive, are applicable generally to India.

The military authorities are responsible for the entrainment and detrainment of animals, guns, vehicles and for the provision of such attendants, gear and forage as may be required during the journey. Two or more attendants either soldiers or followers, will travel in each vehicle containing animals.

When artillery and armoured car vehicles are being conveyed in open trucks, all moveable parts will be taken off and packed separately in boxes, which will travel in locked wagons with the baggage. These wagons and the open wagons conveying the vehicles will be inspected at each halt under orders to be issued by the officer commanding the train.

In the case of animals conveyed in horse boxes, one attendant for each animal is permitted to travel free in the vehicle conveying the animals. In the case of goods vehicles, two attendants in a four-wheeler, three in a six-wheeler, and four in a bogie vehicle are permitted to travel free in a vehicle conveying the animals.

605. Entrainment of camels.—Instructions for the entrainment of camels are contained in I. A. S. C. Training.

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606. Conveyance of animals.—Animals, other than officers' chargers, are to be despatched by mixed or goods train, unless military or veterinary reasons demand that they be despatched by passenger or special troop train. In order to avoid the necessity for transhipment *en route* large consignments of animals may be despatched by a route alternative to the main route (*see* para. 551) when despatch by the main route involves a break of gauge.

607. Accommodation for animals.—Under normal conditions horse boxes are provided for the conveyance of authorized chargers and trucks or covered wagons for other animals.

608. Accommodation for unauthorised chargers.—When spare accommodation, not required for authorized chargers, is available in horse boxes, attached to special troop trains, the o. c. troops may permit such accommodation to be utilized by officers for the conveyance of unauthorized chargers. The allotment of such accommodation when available, is to be made in order of juniority.

609. Kits and bedding.—Kits and bedding of troops are to be despatched by the same train as the troops to whom they belong. In cold weather, blankets are to be taken into the carriages by the men.

610. Handling of stores.—The military authorities are responsible for the loading and unloading of consignments of military stores except in the case of stores booked at and to railway stations at the small consignment rates (*see* Military Traffic Rules), parcel traffic booked at parcel rates and in the case of transhipment of goods and baggage at junctions and from railways to ferries and *vice versa*, in which circumstances the railway authorities are responsible for the handling of consignments.

The despatching authority is responsible for the provision of such escorts or conducting parties as may be necessitated by circumstances. In the case of stores accompanying troops, two attendants, either soldiers or followers are to travel in each wagon containing inflammable stores, or forage.

611. Despatch of stores.—Stores will be despatched by the cheapest route and mode of carriage, but, in exceptional circumstances they may be despatched by a more expeditious method, provided the sanction of the competent financial authority to the extra expense, if any, is obtained. The responsibility for obtaining this sanction rests with the indenting officer, but, in cases of emergency, sanction may be anticipated.

NOTE 1.—Full wagon loads of ammunition from the ammunition factory, Kirkee to Quetta, Kirachi and Rawalpindi, may be despatched *via* Delhi by goods train. 66128-Q.-2.

NOTE 2.—Home publications received (at ports) may be distributed by passenger train, unless indentors specifically instruct the despatching officer at the port to consign such publications by goods train. 66128-Q.-2.

NOTE 3.—Proof projectiles sent by manufacturing factories to the proof and experimental officer, Balasore, may, if considered necessary, be consigned to and returned by this officer by passenger train. 66128-Q.-12.

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57977-Q.-10. **611-A. Despatches by full wagon.**—I. A. O. C. establishments will ordinarily, collect all stores (except those on the indent for which the o. c. unit has definitely stated that he cannot await the next full wagon load) for despatch to units in a particular station until such time as such stores are sufficient to make a wagon load. The stores for different units will be packed separately and packages will be clearly marked with the name of the unit in order to simplify the work of sorting out at the destination. The wagon will be addressed to the o. c. station, who will detail units in turn to take delivery of the wagon and deliver the packages to the units concerned. Vouchers will be sent direct to indenting units by the I. A. O. C. establishment. A convoy (I. A. F. O-2442) containing the names of the various indenting units with the number of packages noted against each will be sent to the o. c. station who will pass them on to the unit detailed for duty. In cases where stores are urgently required, units will endorse indents "Urgently required, not to be detained for full wagon".

In the case of the return by units to I. A. O. C. establishments of unserviceable stores, the o. i-c. of an ordnance establishment will indicate on I. A. F. Z-2098 (application for disposal of stores) whether the stores can await a full wagon or not. Units will inform the o. c. station periodically of the weight and bulk of the stores awaiting despatch. When sufficient stores have accumulated, the o. c. station will make the unit detailed for such duty, responsible for loading, preparation of convoy notes and despatch of convoy notes and railway receipts to the o. i-c of the ordnance establishment concerned. Units concerned will be responsible for the packing and marking of the stores and for their conveyance to the place of loading at the appointed time. They will also be responsible for the preparation and despatch of vouchers to the ordnance establishment concerned. All returnable empty packing cases, drums and ammunition boxes will also be returned in such wagons.

NOTE—Trade containers of oils, etc., vouchered by the consignor as "returnable" should be returned separately provided a wagon-load of returned stores is not in sight within a week of their being emptied of the original contents.

The G. O. C.-in-C. of a command is competent to exempt any particular station or unit from the operations of the above orders if, either the station is a small military station or if, for other reasons, it is likely to effect no saving or cause undue delay in the receipt of stores by units.

63133 (Q. M. G. 2). **612. Despatch of stores by sea.**—1. Applications for the shipment of stores, including I. A. S. C., supplies, but excluding arms, ammunition and explosives, will be forwarded to the following officers:—

At Bombay	.. ..	The Embarkation commandant.
At Karachi	.. ..	" "
At Calcutta	.. ..	" "

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At Madras ..	..	.. The Agent for government consignments.
At Rangoon	..	.. The store and shipping officer (I. A. S. C.).

In the case of arms, ammunition and explosives (and all other ordnance stores in the case of Bombay) application will be made to the ordnance officer at the port. In case where there is no ordnance representative at the port of shipment, application will be made to the embarkation commandant; in the case of Rangoon, to the store and shipping Officer, I. A. S. C.

2. If any doubt exists as to which port should deal with the despatch of stores, application will, in the first instance, be made to the embarkation commandant, Bombay, who is in direct touch with the central representative of the principal naval transport officer, East Indies.

3. The following documents will be submitted when demanding freight for stores :—

(*a*) I. A. F. T.-1725 (Requisition for carriage or shipping order) in duplicate for shipment overseas and in triplicate for shipments within Indian limits.

In case of shipments within Indian limits, one copy of the form will be sent by the embarkation authority at the port of shipment to the smiliar authority at the port of discharge and the second copy endorsed back to the consignor as an advice of shipment.

(*b*) I. A. F. Z.-2090 (Packing Account) in triplicate, which will be disposed of as directed on the form. It is not required for shipments within Indian limits.

In addition, the railway receipt will be forwarded to the embarkation authority with a covering memo. as soon as the stores are despatched.

4. The stores will be invoiced by consignors on I. A. F. Z.-2096 direct to the officer for whom they are intended. For stores shipped on imperial or other government account, two extra copies of the form (not receipted) will be forwarded by consignors to the controller of military accounts concerned. I. A. F. (M. T.)-33 will be used by officer commanding, mechanical transport units.

5. Whenever possible government stores will be shipped on hired transports. Every endeavour will be made to avoid the despatch of stores during the non-trooping season.

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614. Despatches beyond rail.—Despatches to stations not situated on the railway will be made direct through the railway, if possible, otherwise through the I. A. S. C. representative at or nearest to the railhead.

Full particulars as regards the location of the unit, *i.e.*, the nearest railway station, out-agency, etc., will be furnished by the indenting officers especially when the unit is in camp at other than a well-known station to enable the stores to be despatched to their correct destination.

615. Despatch to consignee on line of rail.—When the consignee is on the line of rail, or, if through booking is practicable, the consignor will either issue or apply to the I. A. S. C. for a credit note (I. A. F. T.-1711) for the total weight of the consignment, and despatch the stores to the railway station where the weights will be checked and the rates filled in by the railway authorities. The railway receipts, issue vouchers and a letter of advice, if necessary, will be forwarded to the consignee.

616. Credit note details.—Details of stores despatched, together with the number and weight of packages, will be shewn in the credit notes and vouchers in the case of all consignments, even when the consignment is made in full wagon loads.

617. Responsibility of railway.—The railway administration is responsible for giving a receipt specifying the number of articles, parcels or packages delivered to it for carriage and load into wagons on its premises. The fact that such articles, parcels or packages may be carried at owner's risk and despatched by the railway administration in complete loads will not absolve the railway administration from the responsibility of giving a receipt, and such receipts will be demanded by consignors of government stores at the time the goods are tendered for despatch.

Receipts for a specified number of goods may not be claimed from a railway administration when goods are loaded in wagons in military sidings, unless stores so loaded are tallied at the time of loading by railway administration concerned.

618. Stores arriving late or without advice.—Stores which arrive before the railway receipt may be taken over on an unstamped indemnity bond. If stores do not arrive within a reasonable time, which in no case will exceed two months from the date of despatch the consignee will take necessary steps to trace them. If the stores arrive without the vouchers the consignee will prepare a provisional receipt voucher and take them into stock. When the issue vouchers

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of the consignor are received, the consignee will sign one copy and return it to the consignor with a loss statement sanctioned by the competent financial authority for any deficiencies between the stores shown on the issue vouchers and those brought on charge by the provisional receipt voucher referred to above. Packages will be dealt with and enquiries made as directed in para. 620.

619. Taking over stores.—In taking over stores the consignee will ascertain that the actual weight of the consignment agrees with the weight shown on railway receipt (packages will be weighed separately if necessary) that seals (if any) are unbroken, and that the packages have not been tampered with or damaged.

When full wagon loads are received, the consignee will ascertain whether the seals on the wagon are broken or intact and, if intact, note the actual lettering on the seals.

If the consignment is correct and in good order the consignee will accept delivery, the packages will then be opened in the presence of an officer, and compared with the packing notes and vouchers, except that in I. A. O. C. establishments packages will be opened in accordance with the orders contained in Regulations for the Indian Army Ordnance Corps. 3387-Q. M. G.-10.

620. Deficiencies, discrepancies, loss or damage.—The consignee will sign on receipt vouchers for the quantity actually received and will, when necessary, make the following note on them :— 66128-Q. M. G.-2.

"The deficiencies and alterations in condition, which I am taking action to regularise, are noted below."

The receipt vouchers endorsed with a note as above, will be treated as an acquittance in full, so far as the consignor is concerned. The consignee will, however, bring on charge in his ledgers the full quantities as actually recorded in the vouchers sent to him and as conditioned by the consignor, and will simultaneously make out a loss statement in duplicate for any damages and deficiencies, the original for submission to the competent financial authorities and the duplicate as office copy of the unit or formation. The necessary adjustment in respect of the loss, etc., will be made in the ledgers provisionally. The loss statement duly sanctioned by c. f. a. will be attached to the ledger in support of the strike-off of the stores.

If stores are incorrectly vouchered, badly packed or wrongly conditioned, the consignee will refer the matter to the consignor for explanation and will, if necessary, submit the explanation to higher authority with the loss statement.

620-A. Examination of damaged consignments.—If a consignment on arrival does not appear to be in good order, it will be opened by a representative of the consignee in the presence of a railway representative, and any loss, damage or discrepancy will be noted in ink on the railway receipt.

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620-B. Claims on railways.—Unless the circumstances of the case make it evident that the railway is not liable for the loss, the consignee will take up the matter with a veiw to the acceptance of liability by the railway. Railway risk note "B" defines the liability of the railway for consignments sent at "Owner's risk".

Under Section 77 of the Indian Railway Act IX of 1890, every claim for loss or damage to goods or animals must be made to the railway within six months of the original delivery by the consignor of the consignment.

The claim should be submitted on I. A. F. T.-1731 to the claims office of the section of the railway in which the station of destination is included.

The consignee will watch the return from the railway of the detachable voucher attached to I. A. F. T.-1731 and if it is not received back within a reasonable time he will take further steps to obtain an acknowledgment of the receipt of the claim.

620-C. Recovery from railways for admitted losses.—If the railway admit the claim, the consignee will furnish his accounts officer with details of the claim, and a copy of the letter from the railway company acknowledging liability. It will ordinarily be possible for the consignee to supply this information to the accounts officer within three months of the arrival of the consignment. Subsequent action for effecting recovery will then be taken by the military accounts department.

The loss statement for the deficient stores will show that the railway accept liability, and it will also quote the number and date of the communication in which the accounts officer has been requested to effect recovery from the railway.

620-D. Disputed Railway claims—If the railway refuses to admit the claim, the loss will be dealt with by the c. f. a.; if the railway is not a state railway, the legal adviser concerned should be consulted if the railway's refusal to accept liability appears unreasonable, and if the railway is a state railway, the matter will be referred to Army Headquarters in the same circumstances.

620-E. Receipt of stores from manufacturing establishments.—When articles received from a manufacturing establishment are found to differ from sanctioned authorities, such as vocabularies or list of changes, the following action will be taken :—

A discrepancy report will be forwarded, in duplicate by the consignee to the consignor. The consignor's copy of the issue voucher will not be altered, but the consignee will amend his copy to show the stores as found by him on receipt, and will bring them on charge accordingly, returning the issue voucher, duly receipted to the consignor. The consignor will return to the consignee the original discrepancy report which will be attached to the consignee's receipt copy of the voucher.

The consignor will mark up the original issue voucher showing the disposal of the duplicate discrepancy report. If the matter is one

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which cannot be settled by the consignor, it will be referred to the authorities concerned for decision.

621. The general provision of paras. 616, 617, 618, 619 and 620 also apply in principle in the case of government stores despatched by inland carrying companies other than railways.

622. Stores from private firms, contractors, etc.—When stores are received from private firms, contractors or through an agency, they will be compared with the sealed pattern, drawing, specification or other particulars available, but will not be condemned for slight or unimportant deviations. If not up to standard and the supplier refused to replace them, the matter will be referred to a station board composed of officers of experience, unless otherwise provided for by deed of contract. The decision of the board when confirmed, is final.

623. Imported stores India Office.—Stores imported through the India office, if rejected on account of inferior ty or not being up to pattern will not be disposed of until a reference has been made to the India office through the head of the department concerned. If the stores are of trifling value, they may be sold under the orders of the Government of India, and a complete statement of defects, quoting the number and date of the invoice and consignment, with samples of the rejected articles if possible, will be sent to the High Commissioner for India for orders. India office invoices and packing accounts will be dealt with as follows :—

(i) Invoices of stores landed at Karachi will be received by the E. S. O. (S. and S.), Karachi through the customs, and will then be transferred to the M. A. Dept. after necessary action has been taken to communicate to the accountant general, mercantile marine department, board of trade, London, the amount due on account of damage or discrepancies.

The recovery should be effected at the actual invoice rate, *plus* the authorised percentage for freight, packing and landing details of damage and discrepancies will be noted by the E. S. O. (S. and S.) on the invoices sent to the M. A. Dept.

In Bombay the accountant general will deal similarly with invoices of stores. The non-receipt of, or discrepancies in, invoices will be reported to the India office by the C. M. A. concerned or the controller of army factory accounts.

(ii) Packing accounts will be forwarded to the consignee by the officer landing the stores. The original copy of the packing account will be retained by the consignee as his permanent office record, but whenever required by the M. A. D. for reference, it will be furnished and will be subsequently returned.

(iii) The duplicate copy of the packing account will be receipted by the consignee, who, after noting thereon all damages

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and discrepancies, will forward it to the depot accountant for transmission to the controller as promptly as possible: the latter, after comparing it with the invoice received from the D. G., India stores department, and noting on the invoice any discrepancies, found between the packing account and the invoice, will forward the packing account to the officer landing the stores, for transmission to England.

(iv) Any military office receiving shipping documents for government stores will forward them immediately to the E. S. O. (S. and S.) at the port of arrival to enable the latter to clear and despatch such stores.

In the case of books, publications, etc., despatched by book post, the duplicate copy of the packing account, duly receipted by the consignee, should be returned by him direct to the D. G., India stores department.

NOTE.—The duplicate packing accounts of military publications sent from Bombay by the superintendent of stationery will be returned to that officer by the consignee.

624. Octroi.—Stores accompanied by a prescribed certificate, endorsed thereon by a competent officer to the effect that they are government property at the time they are brought into municipal limits, are exempt from octroi. In cases where such stores are subsequently sold the officer responsible for their import shall furnish to the cantonment authority on the first day of the month following the sale a certificate of goods sold, and shall arrange for the payment of the amount of octroi duty payable thereon.

625. Returns of stores.—When stores are returned to the supplying department, vouchers will be sent on the same day that the stores are despatched. For identification purposes, a copy of the order directing the return of the stores will be attached to the vouchers. All stores will be suitably packed. Packages containing ammunition cases (when returned in other than small arm ammunition boxes) arms, or small arms components will be sealed in four places and the seals protected in countersunk recesses. Every package will contain a packing note or in the case of explosives a packing label and will be marked with the consignor's monogram and voucher number, the consignee's designation and address, the package number and gross weight.

2713-Q. M. G.-2.

626. Baggage wagons on troop specials.—1. The doors on both sides of brake vans and baggage wagons must be secured. For this purpose some railways provide padlocks, others supply iron rivets which necessitate the use of cold chisel and hammer to re-open them, others again apply seals to the hasps of the doors. Train conducting warrant officers when accompanying troop specials, are supplied with six padlocks to secure and give ready access to any brake vans or wagons which have to be opened *en route*.

2. In any case the officer commanding troops is responsible for the safe custody of the baggage *en route* and if padlocks are taken over

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from the railway companies he will obtain receipts whenever padlocks and keys are transferred.

3. Should the railway authorities detach a wagon, or assume charge of the contents of a wagon the responsibility for the safe custody becomes theirs, but the keys, if any, will be retained by the officer commanding troops.

627. Baggage.—In all cases of loss of government or other property in transit by special troop train, the O. C. troops is responsible that the matter is investigated thoroughly without delay, and that the result is reported to the local military authorities for such further action as may be necessary.

A soldier travelling by ordinary train is to be warned not to surrender his luggage ticket at his destination until he has taken over his baggage.

Should any baggage be missing, the individual in charge of the party, or the individual concerned, must report the loss to the station master without delay, and endorse the ticket, before handing it over, with particulars, of the baggage deficient, obtaining from the station master signed copy of the ticket and endorsement. The individual should then report the matter to his O. C. who is responsible for taking action to recover the property, or to obtain compensation from the railway authorities. If a settlement is not reached within a reasonable period the matter is to be referred to arbiters, one nominated by the O. C. concerned and the other by the railway authorities for decision, and if these cannot agree, the case may be referred to a third arbiter whose decision will be final. If the matter cannot be settled locally in the above manner, it will be referred to district or independent brigade headquarters.

628. Dangerous, offensive, or valuable goods.—The carriage by rail of baggage containing dangerous or offensive goods is prohibited. A breach of this regulation is punishable by a fine not exceeding Rs. 500 and in addition the offending individual is liable to be held responsible for any loss, injury, or damage caused by his action.

The commander of a unit, draft, or detachment travelling by rail, is responsible that such goods are not packed in kits.

Articles of value such as watches, compasses, binoculars, telescopes. scientific instruments, valuable and important component of guns, wireless equipment, etc., and sealed patterns and samples of stores, will ordinarily be sent by registered post. If, however, the weight of the consignment of the above mentioned stores exceeds the limit prescribed by the post office, the consignment will be sent by passenger train. Consignments of less than 11 pistols will be packed in twos and despatched by registered and insured post. 63221-Q. M. G.-2. 15017 (M. G. O.-2-B.)

When parcels or packages containing :—

(i) Plated articles;

(ii) Watches, clocks, and timepieces of any description;

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(iii) Maps;

(iv) Lithographs;

(v) Musical and scientific instruments;

(vi) Wireless equipment.

9778-Q. M. G.-12. the value of which exceeds one hundred rupees are despatched by railway, the despatching officers will declare the contents and value thereof at the time of delivery to the railways, and if required by the railway administration, pay or engage to pay a percentage of the value so declared by way of compensation for increased risk. This declaration of value is necessary as otherwise under section 75 (*i*) of the Indian Railway Act of 1890, railway administrations cannot be held responsible for the loss, destruction or deterioration of such parcels or packages.

The sanction of the competent financial authority is not necessary in the above cases.

66128-Q. M. G.-2-D. **629. Carriage by rail of arms and machine guns.**—(*a*) Consignments of arms, including machine guns and automatic rifles, are classified as (*i*) large consignments, *i.e.*, full wagon loads, and (*ii*) small consignments, namely, those insufficient to fill a wagon.

(*b*) In the case of large consignments the consignor will arrange with the railway authorities for their despatch in special van loads; each van will be secured, locked and sealed in the presence of a responsible representative of the consignor, by the railway authorities who are responsible for providing locks* and seals. Such vans will be attached to passenger trains and the railway authorities are responsible that they are forwarded from junctions by the first connecting passenger train: when this is impossible, the railway authorities at the junction are responsible for intimating by telegraph to the railway authorities at the despatching station, for the information of the consignor to enable him to watch the progress of the consignment, the wagon number, train number and timing by which the consignment is actually forwarded.

* NOTE.—On the East Indian Railway the wagons shall be padlocked in addition to being secured with the E. P. locks. The padlocks will be removed only at destination.

The keys of wagons will be retained by the railway authorities and handed by them at the destination to a responsible military representative who will open the wagon in the presence of the railway officer from whom he receives the keys.

The consignor will obtain from the railway authorities a receipt showing the contents of each wagon. As the railway authorities are in a position to verify the contents of a wagon during loading, "said to contain" receipts will not be accepted. As soon as the railway authorities have granted a receipt the responsibility of the consignor ceases.

(*c*) Small consignments will like large consignments, be despatched by passenger train and are dealt with by the railway authorities in accordance with special railway rules; the railway guard responsible for taking over such consignments is required to give a receipt for such

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consignments to the relieved guard. As a rule the usual intimation by post to the consignee of the despatch of such consignments is sufficient, but when the consignor considers it to be advisable, telegraphic intimation of despatch may be given to the consignee.

(*d*) In the event of disturbances on a scale likely to endanger large consignments of arms in transit being apprehended, district and independent brigade commanders will, when necessary, take immediate measure in communication with the railway authorities to escort or delay such consignments as are in transit within or to the disturbed area. Escorts, when provided, will, unless ordered to the contrary, accompany consignments to their final destination.

When consignments are delayed or escorts provided as prescribed above, the district or independent brigade responsible for such action will render a telegraphic report, showing the nature and destination of the consignment, to the headquarters of the command or independent district to enable such further order for its disposal, as may be necessary to be issued. In the case of consignments in transit from one station to another in the same command area the headquarters of the command will issue any instructions requisite regarding its disposal and the extent to which escorts are to be provided ; in the case of consignments in transit from one command area to another, Army Headquarters will issue the necessary instructions.

Headquarters of commands and independent districts are responsible for the preparation in consultation with the railway authorities of a scheme whereby the earliest possible intimation of the location of all consignments of arms which are in transit by rail within their areas of command, will be given to district, brigade and station commanders on the receipts of instructions that the scheme is to be put into force.

These instructions do not supersede any special precautions which may be in vogue for the protection of arms in frontier localities neither do they preclude the despatch of consignments of arms in special vans, should the consignor consider such action necessary to ensure the security of consignments.

629-A. Carriage by rail of ammunition and explosives.—Rules regarding the carriage of ammu nition and explosives by rail are contained in the pamphlet entitled " RED PAMPHLET : Rules and Rates for the conveyance of Explosives and other dangerous goods by rail ", published under the authority of the Indian railway conference association.

Large consignments of ammunition and explosives should normally be sent by *goods train* in accordance with paragraph 611, R. A. I., but may be sent by mixed or passenger train provided that the sanction of the competent financial authority is obtained to the extra expense and the rules in the " Red Pamphlet " in regard to the security of passengers are not violated.

Small consignments of small arm ammunition will be sent by passenger train and are dealt with by the railway authorities in accordance with special railway rules : the railway guard responsible for taking over such consignments is required to give a receipt for such consign-

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ments to the relieved guard. As a rule the usual intimation by post to the consignee of the despatch of such consignments is sufficient, but when the consignor considers it to be advisable, telegraphic intimation of despatch may be given to the consignee.

The provisions of paragraph 629 (*d*) apply also in the case of ammunition and explosives.

66178-Q.-2. NOTE.—*Large* and *small* consignments of arms, ammunition and explosives required to be despatched to frontier stations from—

(i) Ferozepore to Waziristan,
(ii) Rawalpindi to Kohat, and
(iii) Rawalpindi to other trans-indus stations except on the main line to Peshawar,

will, in future, be sent by mixed or passenger trains under military escort provided that in every case the rules in the "Red Pamphlet" regarding the security of passengers travelling by the same service are observed.

630. Treasure.—Treasure is to be conveyed under escort in a separate vehicle or compartment, accessible only to the escort or railway guards. The escort commander is responsible for all arrangements for the safety of treasure during transit.

631. Medical arrangements.—The arrangements to be made by the despatching authority for the provision of medical attendance for troops and followers travelling by rail are :—

Category.	Period (*see* para. 632).	Strength of party.	To be accompanied by.
British troops .	Hot weather .	250 and over . .	A medical officer.
		100 and over but less than 250.	An assistant surgeon.
British troops .	Cold weather .	450 and over . .	A medical officer.
		200 and over but less than 450.	An assistant surgeon.
Indian troops and followers.	Throughout the year.	450 and over . .	A medical officer.
		200 and over but less than 450.	A sub-assistant surgeon.

When, for railway purposes, a train has to be divided *en route* into two or more portions, the medical personnel and equipment necessary for each portion will be provided under arrangements to be made by the despatching authority in communication with the commander in whose area the train is divided.

When British troops travel in parties of less than 100, and Indian troops in parties of less than 200, the medical authorities concerned are responsible for deciding whether it is necessary for a medical attendant to accompany the party, and will be guided in their decision by the circumstances of the case; for example, the length of the journey, the season, and the medical facilities available *en route*.

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Normally, a medical officer, an assistant surgeon, or a sub-assistant surgeon, placed in medical charge of troops or followers proceeding by rail is to accompany his charge to their quarters at the destination, and to report to the commander of the party before relinquishing his charge.

The special accommodation to which invalids and mental cases are entitled when travelling by rail is prescribed in Passage Regulations India.

632. Hot weather precautions.—In normal circumstances the hot weather period lasts from 1st April to 15th October (inclusive), but the D. M. S. or the local medical authority is empowered to extend or reduce this period at his discretion, in the event of the prevalence of abnormal weather conditions. 2391-Q. M. G.-2.

When British troops travel by rail during the hot weather period the following precautionary measures are to be taken :—

(*a*) Troops special trains are to run normally to fast timings.

(*b*) Kitchen and canteen cars may be attached to such trains as authorised in paragraph 578-A.

(*c*) Ice and mineral waters will be supplied throughout the journey on the scales prescribed in scales of rations and supplies issued by the I. A. S. C. 8281-Q. M. G.-6.

(*d*) Rolling stock fitted with electric fans is to be provided whenever available.

(*e*) A compartment fitted with electric fans is to be allotted for use as a hospital on special troop trains, and on ordinary trains when the number of troops travelling exceeds 100.

(*f*) When electric fans are not provided in each carriage, hand fans are to be issued at the departure station to the troops on the scale of one fan per individual travelling, and handed over on conclusion of the journey to the O. C. the station of destination.

(*g*) Parties of less than 20 in number are entitled, on the authority of a station order, to an allowance for the purchase of ice and mineral waters as prescribed in P. and A. Regns.

(*h*) With the exception of individuals and parties not exceeding 20 in number for whom second class accommodation fitted with electric fans must be provided no British troops are to be despatched through the Sind desert between the stations of Samasata and Hyderabad (Sind) or between Quetta and Karachi, without the previous sanction of A. H. Q.

(*i*) (i) Officers may be allowed to travel over the Jodhpur Bikanir railway at all times of the year subject to their being medically examined prior to their departure whenever hot weather precautions are in force.

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(*ii*) British other ranks may be permitted to travel over this line during the hot weather provided that they travel in second class carriages, that not more than four men travel in a compartment which should be fitted with fans and provided with ice, and that the men travelling are medically examined before departure.

(*j*) Parties of British ranks proceeding to and from the Waziristan district *via* Mari Indus are to be despatched *via* Rawalpindi unless orders to the contrary are issued by A. H. Q.

(*k*) The carrying capacity of military cars is to be limited to 44 soldiers for journeys over any portion of the North Western railway when movement by day is involved. On other systems, when the medical authorities consider it necessary, special requisitions for reductions in the carrying capacity should be made by the indenting authority when submitting his demand for rail movement.

66128-Q. M. G.-2.

(*l*) When movements of troops take place in the hot weather period in the areas, or over the railway system mentioned in (*h*), (*i*) and (*j*) either with or without the special sanction of A. H. Q. the despatching authority is responsible that special precautionary measures, such as the provision of electric fans, drinking water and ice in carriages are observed, and that the individuals travelling are medically examined before their departure.

632-A. When it is essential that Indian troops should travel by train in the hot weather period, the following precautions will be observed, in addition to any that may be taken under para. 576 :—

(*a*) Trains will be run to fast timings.

(*b*) A compartment fitted with electric fans will be allotted for use as a hospital compartment, when the number of troops travelling is 100 or over.

(*c*) For journeys over the N. W. railway, when movement by day is involved, the carrying capacity of the cars will be 40 per cent. of the number of the public accommodated in the seating space, irrespective of the length of the journey.

633. Outbreak of infectious disease.—An outbreak of infectious disease among troops travelling by rail is to be reported immediately by the individual in charge of the party by telegram to the district or brigade commander, as the case may be, to the O. C. the next military station *en route*, and to the station commander at the destination.

The O. C. the next military station *en route* is responsible for deciding, in consultation with the local medical authorities, whether

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the whole or any portion of the party shall be detained; for all necessary arrangements, and for communicating his decision by telegram to the commander of the nearest military station at which his orders can be conveyed to the affected party. He will report his action by telegram to—

(*a*) "Milrail" A. H. Q.

(*b*) D. M. S.

(*c*) The district or independent brigade commander.

(*d*) District or other commanders concerned in movement.

(*e*) The station commander at the destination.

In the case of large concentrations of troops moving to a prearranged railway programme, the O. C. troop train, in which infectious disease appears, will notify the district commanders through whose district the train is passing and repeat the information to "Milrail" A. H. Q., the D. M. S., the O. C. the nearest military station, the commander of the formation to which the unit belongs, and to the O. C. concentration area. The local district commander is responsible for deciding the action to be taken and for informing "Milrail" A. H. Q., accordingly.

In the case of troops proceeding to a port for embarkation the O. C. troops will report the outbreak of infectious disease by telegram to the A. G. in I., Q. M. G. in I., D. M. S. in I., and to the embarkation authority at the port (*see* para. 648).

634. Supply of drinking water.—When it is anticipated that there is likely to be difficulty in procuring an adequate supply of pure drinking water for troops travelling by rail, the despatching authority is responsible in consultation with the medical authorities for making such special arrangements for the supply of drinking water *en route* as may be considered necessary.

635. Rations, British troops.—(*a*) Kitchen cars are attached to special troops trains, whenever possible, to enable meals to be prepared *en route*. Rations for the whole journey (including bread, ice, fresh meat and fresh vegetables for the first day only) will be placed on kitchen cars at starting stations. 4663-Q. M. G.-6.

(*b*) Should kitchen cars not be provided on special troop trains the I. A. S. C. will be responsible for the provision of hot meals at halt stations (*see* paragraph 592). The scale of rations for such meals is prescribed in scales of rations and supplies issued by the I. A. S. C. Hot meals are not obtainable between Mari Indus and Bannu. The O. C. nearest military station will provide cooks and cooking utensils for the preparation of meals and will give every possible assistance to the I. A. S. C.

(*c*) When rations are handed over by the I. A. S. C. at a railway station *en route*, the O. C train or party will furnish a working party to place the rations on the train.

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(*d*) Ice for use in the refrigerators of kitchen cars is issued on the scale laid down in scales of rations and supplies issued by the I. A. S. C.

(*e*) Should a train conveying troops be running late, the O. C. train, or draft conducting officer (in the case of a party travelling by other than troop special) will telegraph ahead to all I. A. S. C. representatives concerned with the provision of meals, giving probable time of arrival at halt stations where hot meals are required. He will also wire to the O. C. destination the revised time of arrival. The O. C. destination will pass this information to the I. A. S. C. representative and all concerned.

(*f*) The following will be observed in respect of the provision of emergency and reserve rations:—

(*i*) One day's reserve ration of tinned meat and biscuits per individual, will be carried on all special troop trains provided with kitchen cars.

(*ii*) One complete emergency dry ration per individual, will be carried on all special troop trains not provided with kitchen cars.

(*iii*) One complete emergency dry ration per individual, will be carried on all ordinary trains when the party consists of twenty or more in number [*but* see clause (*g*) below].

(*iv*) The despatching officer of each troop train will be responsible for placing on board the train the maximum requirements of emergency and reserve rations for the whole journey.

(*v*) The I. A. S. C. authority who issues these emergency and reserve rations will be responsible for informing the O. C. train of the stations *en route* at which these rations if consumed, can be replaced.

(*vi*) If not consumed, emergency and reserve rations will be returned to the I. A. S. C. at destination, who will make necessary arrangements to ensure a regular turn over of stocks.

(*g*) When parties of twenty and over travel by ordinary train, hot meals will be provided under arrangements to be made by the I. A. S. C. Small parties under twenty in number, who travel by ordinary train, will draw an allowance in lieu of rations. When necessary in the interests of the state, G. Os. C. may specially authorise the grant of money allowance in lieu of rations for parties under thirty in number.

4663-Q. M. G.-6.

635-A. Rations, Families, B. O. Rs.—Families of British other ranks when travelling by troop train to which a kitchen car is attached, in connection with direct embarkation or dis-embarkation, or when detained at a draft collecting centre or on the day of arrival at a port pending departure of the troop ship or special train, are entitled to the free issue of rations at the following scale:—

(*i*) For the wife. On the scale admissible to the soldier.

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(*ii*) For each child. On half the scale admissible to the soldier.

Marriage allowance will, if otherwise admissible, continue to be drawn.

In any other circumstances, free rations or hot meals are inadmissible. 4663-Q. M. G.-6.

636. Rations, Indian troops and followers.—(*a*) When travelling by troop train on journeys under 24 hours, men will entrain with cooked or specially prepared rations. On journeys of over 24 hours, rations for the estimated number of days' journey will be loaded regimentally, and cooked either at the long cooking halts or in the wagon specially attached to the train for this purpose, *vide* paragraph 592. In the case of troop proceeding for embarkation, the estimated number of days' journey will include the day of embarkation. 9719-Q. M. G.-6. 9719-Q. M. G.-6.

(*b*) When travelling by ordinary train on journeys under 18 hours, small parties of twenty or under in number, will be allowed the option of drawing their ordinary ration, if preferred, instead of the train ration. The scale of such rations is laid down in scales of rations and supplies issued by the I. A. S. C. On journeys of over 18 hours, they will be allowed the option of drawing the money allowance authorised without prejudice to their claim to the ordinary messing allowance.

637. Allowance in lieu of rations.—The rules regarding the admissibility of an allowance in lieu of rations to troops travelling by rail are contained in P. & A. Regns.

638. Liquor.—Soldiers travelling by rail are permitted to purchase one bottle of beer twice daily, between the hours of 12 NOON and 1 P.M., and 6 and 8 P.M., during the cold weather only. 66128-Q. M. G.-2.

During the hot weather beer will only be issued at the discretion of the O. C., train who will specify the hours of issue and the amount authorised.

Commanders of parties are responsible that these amounts are not exceeded.

639. Subsistence for individuals and small parties.—British soldiers and their families when travelling alone or in small parties not under the command of an officer, provided that the soldiers are in uniform may obtain refreshments at 2nd class refreshment rooms at the following rates:—

(*a*) Morning meal (BEFORE 10 A. M.)—
2 eggs or plate of curry with rice,
6 ounces of bread with 2 oz. of jam,
1 pint of tea with milk and sugar. } 8 annas.

(*b*) Mid-day meal (BETWEEN NOON and 3 P. M.)—
Plate of meat with potatoes and one other vegetable,
4 ounces of bread. } 8 annas.

(*c*) Evening meal (AFTER 5 P. M.)—
One pint of tea with milk and sugar,
Six ounces of bread with cheese or butter. } 6 annas

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On Burma railways, the charges for (*a*) and (*b*) are nine annas for each meal and six annas for (*c*).

One pint of beer for each man or woman may be provided at four annas per pint of draught beer or six annas per pint bottle when draught beer is not stocked.

At refreshment rooms controlled by Messrs. Kellner and Co., a hot breakfast or dinner if preferred to the standard meal and the individuals concerned pay the extra cost, may be obtained at 12 annas a meal, and aerated waters may be obtained at the following rates per bottle :—

Soda 1 anna, lemonade or gingerade 2 annas, ice at 6 pies extra.

(*a*) To ensure meals being ready when required the officer responsible for the despatch of individuals and parties must give the refreshment room contractor concerned at least 48 hours' notice of their requirements for meals during the journey.

(*b*) In the case of parties of less than 10 in number, the individuals travelling must intimate their requirements beforehand to the guard of the train. The intimation of requirements must state separately how many standard meals, with or without tea, the number of pints of beer, and, in the case of Messrs. Kellner's refreshment rooms, how many hot breakfasts or dinners are required.

Movements by river.

640. Preliminary inspection of steamers, etc.—River steamers and flats are to be inspected prior to the embarkation of troops by the embarking officer and by a medical officer, to ensure that the arrangements in regard to hospital and cooking accommodation, latrines, ventilation, protection from the weather, and storage room for arms, baggage, etc., are complete and satisfactory. Defects are to be remedied before the troops embark.

641. Responsibility of O. C. troops.—The O. C. troops is responsible for the secure storage of arms, baggage and stores, for the maintenance in a sanitary condition of the accommodation occupied by troops, and for taking suitable precautions for prevention of fire and other accidents.

642. Preservation of discipline.—The O. C. troops is responsible for the issue of orders for the regulation of embarkations and disembarkations, and for the preservation of order and discipline during the journey, particularly during halts. These instructions are to be framed on the lines indicated in K. R. and F. S. R., Vol. II, for railway journeys.

643. Messing, British troops.—Cooks for British troops proceeding by river steamer are to be provided under regimental arrangements, when the troops are not victualled by the steamer. If required, however, cooks will be provided by the I. A. S. C. on payment, and on receipt of ten days' notice. Cooks provided by the I. A. S. C. are entitled to free return conveyance and free rations on the outward and return journeys.

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644. Accommodation.—The rules regarding the scale of accommodation to which officers and other individuals are entitled, are contained in Passage Regulations, India.

645. Medical arrangements.—Medical attendance for troops and followers travelling in river steamers will be provided on the scale prescribed in para. 631.

When more than 50 men are embarked and the existing hospital arrangements of the vessel are considered inadequate, space to accommodate 5 per cent. of whole strength, calculated at 7 feet by 2½ feet for each individual, is to be reserved for hospital accommodation.

The medical authorities are responsible that a sufficient supply of medicines, medical comforts, and disinfectants are embarked.

646. Rations.—When the supply of cooked rations to British troops travelling by river steamer in parties not exceeding 10 in number, is impracticable, passages are to be requisitioned "with diet" and subsistence provided by the master of the vessel at the contract or other rate in force.

Rations for parties of Indian troops and for public followers entitled to free rations, not exceeding 10 in number, will be issued prior to embarkation by the I. A. S. C.

For parties of troops exceeding 10 in number the required rations are to be shipped by the I. A. S. C. in charge or a representative of the corps; who will be responsible for their daily issue on the requisition of the commander of the party.

Movement by air.

647. Conveyance by air.—An officer travelling on duty may at his own risk travel by civil air line on short journeys. Any additional cost incurred beyond the cost of conveyance by ordinary means as prescribed in Passage Regulations, India, must be met by the officer.

If, in exceptional cases, an officer is ordered by A. H. Q. to travel by civil air line, he will do so at public risk and cost. 14044-Q.-2.

3. MOVEMENTS BY SEA.

General instructions.

648. General arrangements.—The Q. M. G. is responsible for the general control of, the movement, embarkation, and disembarkation, of troops, animals, baggage and stores. At certain ports embarkation commandants are appointed to control embarkation and disembarkation.

At ports where an embarkation commandant is not appointed the district or independent brigade commander concerned is responsible for making all arrangements in connection with embarkation and disembarkation.

The embarkation commandant, or responsible local commander as the case may be, is hereinafter termed the "embarkation authority".

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An embarkation authority is directly responsible to, and corresponds with, A. H. Q. on all matters connected with the embarkation and disembarkation of troops, animals, baggage and stores. Embarkation commandants and their establishments are under the local commander for purposes of local administration.

B.-5324 (A.G.2). **648-A.** The tour of duty of units of the Indian army when employed at the Hong Kong (China) or Taiping (Federated Malay States) will ordinarily be three years.

649. Definitions.—Definitions of vessels employed in the carriage of military personnel, animals and stores will be found in Passage Regulations, India.

650. Shipment of stores.—The P. N. T. O. or his representative is responsible for the shipment of stores in transports, and for the provision of commercial freight required for stores except when the provision of such freight is arranged by the service or department in direct communication with the shipping company or the port authorities.

651. Disposal of documents connected with imported stores.—Instructions regarding the disposal of bills of lading invoices, tonnage accounts and packing accounts for stores imported through the agency of the Director General, Indian Stores Department, London, are contained in Appendix XXXVII.

652. Visitors on transports.—While embarkation or disembarkation in or from transports is in progress visitors may be permitted on the jetty or ship only at the discretion of the embarkation authority and with the concurrence of the P. N. T. O., or in his absence, of the master of the ship.

653. Dogs, birds, monkeys and cats.—No dogs will be embarked on hospital ships. As regards other transports, not more than eight dogs will be embarked on any transport. The embarkation authority will allot passages for dogs in accordance with the priority of receipt of applications; applications from entitled passengers will have priority over applications from non-entitled passengers but allotments once made to non-entitled passengers will not be cancelled in favour of later applicants amongst the entitled passengers.

Permission will not be granted for more than two dogs to be shipped by an applicant, unless within three days of sailing it is found that by allowing more than two to any applicant, the total number of eight is not exceeded.

No dog will be shipped without a license obtainable from the Ministry of Agriculture and Fisheries, London, which must be produced at the time of embarkation. A statement to the effect that a license has been applied for will not be accepted.

All arrangements for feeding of dogs on the voyage must be made by the owner at his own expense.

Dogs will be conveyed entirely at owner's risk.

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During the voyage, dogs are to be confined to the places provided for them.

Birds, monkeys and cats may be embarked at the discretion of the embarkation authority, provided the master of the vessel is willing to accept them.

654. Officers' chargers.—Accommodation for chargers is not usually provided on transports and no applications for the special provision of accommodation for private chargers can be considered. Where horse stalls or boxes are, however, already fitted on a vessel and the demand for troop deck space does not necessitate their removal, applications to embark private chargers on transports will be considered by the Q. M. G. in India. In these cases the owner is responsible for the provision of the necessary line gear and for forage, which can be obtained on payment from the I. A. S. C. before embarkation. Owners are responsible for the care of their animals, and for the acceptance of all risks during the voyage.

On voyages within Indian limits, and to or from stations at which troops on the Indian establishment are stationed, when chargers other than authorised chargers are embarked in transports or freight ships, the forage required will be supplied by the owner, if such forage is shipped by the I. A. S. C. on the owner's indent, the latter will pay the value of the same before embarkation. The rate charged will include the authorised purserage fee.

655. Army schoolmistresses.—The following is the procedure as regards the reception and despatch of army schoolmistresses newly arriving in India :—

On receipt of the passenger list from the War Office the Q. M. G. in India will notify the embarkation commandant and the G. O. C. at the port of arrival.

The G. O. C. will instruct his educational officer to arrange to look after these schoolmistresses, and see them off by train or take them to a suitable hotel pending their departure.

The embarkation commandant will give these ladies all assistance in settling up travelling claims, etc., and leave to the educational officer only the duty of seeing them off safely in the trains.

Failing an educational officer, any non-commissioned officer may be detailed from a British unit at the port for this duty as required.

656. Medical attendance in freight ships.—When troops are embarked in freight ships in which medical attendance is not provided by the shipping company, or when such attendance, if provided, is considered by the embarkation authority to be inadequate, military medical attendance will be provided on the scale prescribed in para. 631.

657. Prisoners and convicts.—Military convicts and prisoners who have not been discharged from the army but whose repatriation to Great Britain has been ordered, are to be accommodated in public vessels.

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A British soldier not enlisted in India who is discharged from the Army on conviction by the civil power will, on completion of his sentence, be despatched to Great Britain by packet under arrangements to be made by the local civil authorities, the cost of his passage being debited to the military estimates.

In the event of the civil authorities desiring to despatch to Great Britain, under the colonial prisoners removal act, an ex-military convict whose sentence has not expired, the necessary arrangements for his despatch by public vessel will be made by the embarkation authority at the request of the civil authorities, provided that passage by public vessel is available and that the individual's sentence will not expire before the arrival of the vessel in Great Britain.

Engagement, inspection and fitting of hired ships.

658. Engagement of hired ships.—The engagement of hired transports and freight ships requires the sanction of the Government of India.

When sanction to the engagement of hired ships has been accorded, the Q. M. G. is responsible for informing the P. N. T. O., East Indies, of his requirements in respect of accommodation for troops, animals, baggage and stores.

The P. N. T. O. is responsible for the provision of accommodation to meet the requirements of the Q. M. G.

The Q. M. G. is responsible that the accommodation provided by the P. N. T. O. is utilised to its fullest extent. Embarkation commandants will, however, bring to the notice of the Q. M. G. in India any matters which are likely to effect accommodation on vessels.

659. Inspection and fitting of hired vessels.—A vessel hired for the conveyance of troops or animals is to be inspected by a special board of representatives of the P. N. T. O. and of A. H. Q., in order to determine the use to be made of the space available, and the capacity of the vessel. When a vessel hired by the Indian Government and already fitted for troops, is adversely reported upon in any important particular regarding the general structural arrangements during her last voyage with troops, a similar inspection will be held on her return to India to determine what alterations, if any, are necessary.

Although the wishes of the military representatives will so far as is practicable, be carried out, the ultimate responsibility for decision as to suitability of accommodation, capacity, etc., rests with the P. N. T. O.

660. General inspection prior to embarkation.—At least 24 hours prior to embarkation, a vessel hired for the conveyance of troops or animals, will be inspected by a board consisting of representatives of the P. N. T. O. and A. H. Q. The latter will include an officer of the embarkation staff, and embarkation medical officer, and, when animals are to be embarked, a veterinary officer. The duty of the board is to ensure that fittings, sanitary condition and arrangements

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for the accommodation, preservation of health and messing of the troops are satisfactory, and that the ship is clean and in every way fit for the embarkation.

When possible the O. C. and S. M. O. of troops should be present at the inspection.

A report on Admiralty Form Tech.-16 as to whether the arrangements made for the troops or animals are satisfactory in all respects will be prepared by the representative of the P. N. T. O., and signed by the embarkation staff officer, embarkation medical officer, and by the veterinary officer if animals are to be embarked.

One copy of this report is to be forwarded to the Q. M. G. in India and one copy to the D. M. S. in India by the embarkation authority.

When less than fifty military passengers are embarked on any ship, no joint inspection will be held, but the embarkation authority and P. N. T. O., East Indies, or his representative, will satisfy themselves that the accommodation reserved for military passengers is suitable. Similarly, when less than fifty naval passengers embark the P. N. T. O. or his representative will satisfy himself that the accommodation is suitable.

Medical inspection of crew.—The embarkation medical officer will ascertain from the master of the ship that the crew is free from infectious disease. In the case of the crews of transports, a medical inspection of the ship's crew and a sanitary inspection of the parts of the ship occupied by the crew will be carried out by the embarkation medical officer.

661. Final inspection after embarkation.—A final inspection will be held as soon as the embarkation is complete, and before the ship proceeds to sea, by a board consisting of representatives of the P. N. T. O. and A. H. Q. The latter will include an officer of the embarkation staff, the embarkation medical officer, and, when animals are carried, a veterinary officer. The O. C. troops embarked and the senior medical officer of the ship will accompany the board.

The duty of the board is to ascertain whether the arrangements for the berthing of troops, stowing of baggage, etc., have been properly carried out.

Whenever troops embark a final inspection before sailing will be held and the report on Admiralty Form Tech.-21 (late S.-105) completed. A copy of the report will be sent to the Q. M. G. in India and to the D. M. S. in India, by the embarkation authority.

662. Procedure during final inspection.—Troops (except those on duty), women and children will be seated at their mess tables before the final inspection commences, and will remain so seated until its completion. O. C. companies, etc., and drafts will be present and will read to their men the orders for fire and collision stations,

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(copies of which will be hung up on each troop deck). They will report that they have done so to the board on its arrival on the troop decks.

Before leaving the precincts of the port all personnel will be exercised at fire, boat, and collision stations, under arrangements to be made by the master in conjunction with O. C. troops. If time permits troops will be exercised before the vessel sails.

663. Arms, equipment, ammunition and accoutrements.—The arms, equipments, ammunition and accoutrements to be taken by units leaving India are laid down in Regulations for the Equipment of the Army (India), Part I.

Preliminary embarkation arrangements.

664. Rations, stores, etc.—The embarkation authority is responsible that a suitable and sufficient supply of rations, medical stores, and comforts, veterinary stores, and disinfectants for the voyage, is placed on board.

665. General instructions.—The instructions contained in K. R., paras. 1083 to 1085 both inclusive, 1088 to 1095 both inclusive, regarding the medical inspection of the crew, final inspection, publication of regulations, preliminary inspections, inoculations, publication of nominal rolls, medical inspection and record of absentees, are applicable to India.

666. Official publications.—The embarkation authority is responsible that each transport or freight ship conveying troops is provided with a copy of the following publications:—K. R., M. M. L., M. I. M. L., R. W., P. & A. Regns., Regulations for the Army in India, Financial Regulations for the Army in India, Passage Regulations, India, A. R. I., Vol. XI, Clothing Regulations, Army Board of Trade, Sea Transport Regulations, for the guidance of C. Os.

In the case of hired transport and freight ships engaged in India, Marine Regulations, India, Vol. IV, must also be placed on board by the P. N. T. O.

667. Stationery forms and documents for use on the voyage.—The embarkation authority is responsible for providing the O. C. troops on board with stationery and forms for use during the voyage including a supply of the following forms:—

Proceedings of a court of enquiry.
" " court martial.

Voyage report (A. F. G-22) or I. A. F. T-1735 for voyages within Indian limits.

Acquittance roll (A. F. 1513-N).
Imprest accounts (A. F. 1531-N).
A. F. O. 1809 G.
Transfer medical certificate (A. F. B-172).
Hospital diary (A. B.-39).
Return of sick on board ship (A. F. B-182).
Clinical chart (A. F. B-181).

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Medical history sheet (A. F. B-178).
Morning state of sick (A. F. A-27).
Morning sick report (A. F. B-256).
Duties of attendants on insanes (I. A. F. M-1202).
Notification of infectious disease (I. A. F. A-35).
Medical case sheet (A. F. I-1237).
Loss statement (I. A. F. A-498).
Confidential card (A. F. I-1220).

The embarkation authority is responsible for providing the O. C. troops on board with the following documents:—

(*a*) Seniority list of officers to embark.
(*b*) Certificates of inspection of baggage room.
(*c*) Nominal rolls of troops embarking (British) personnel only (on A. F. B-127 for British details only).
(*d*) Copy of berthing lists for 1st, 2nd and 3rd class.
(*e*) Embarkation returns.
(*f*) A. F. O. 1809 G. collected from details for direct embarkation (British personnel only).

668. Court-martial warrants.—The instructions contained in K. R. regarding the issue of warrants to enable the O. C. troops on board a transport or freight ship to convene court-martial, are applicable to India.

669. Religious susceptibilities.—It is incumbent on the embarkation authority, when arranging for the embarkation of Indian troops to give due consideration to religious and caste susceptibilities and to make suitable arrangements for cooking places on board.

670. Rations for Indian troops.—When Indian troops or followers are ordered to proceed overseas, the despatching authority will inform the embarkation authority of the number of men for whom rations are required under the following categories:—

Non-cooking,
Cooking atta eaters,
Cooking rice-eaters,
Opium eaters.

The number by classes, *viz.*, Sikhs or Mazbi Sikhs, Dogras, Rajputs, Jats, Gurkhas, other Hindus and Musalmans, must also be stated.

671. Applications for entitled passages, allotments, etc.—The procedure for submission of applications for entitled passages, the method of allotments, etc., will be published in India army orders annually and prior to the commencement of each troopping season.

672. Applications for not-entitled (indulgence) passages, allotments, etc.—Not-entitled (indulgence) passages are admissible under the provisions of King's Regulations, para. 1219. The allotment of these passages will be made in strict accordance with the categories given in Appendix X, A. R. I., Vol. X.

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The procedure for submission of applications, the information to be embodied in the application, the method of notification of allotment and of sailings, etc., will be published in India army orders for each trooping season.

Applicants are warned against proceeding to a port of embarkation in the hope of obtaining a passage out of their turn. The probability of obtaining such a passage is remote and the expense of living in places like Bombay under these conditions is very high and there is no remedy for inconvenience and expense incurred.

673. Movements of drafts.—"Milrail" A. H. Q. is responsible for the arrangement and co-ordination of the movement of drafts to and from ports of embarkation. When drafts are under orders to proceed overseas, all concerned are advised by A. H. Q. of the probable date of embarkation. Despatching officers must await movement order from "Milrail" A. H. Q.

As a general rule, troops and families are accommodated in the overseas rest camps at Deolali and Karachi prior to embarkation.

Individuals other than 1st class passengers, are not permitted to proceed to ports for direct embarkation unless authorised to do so by A. H. Q.

674. Draft conducting officers.—Officers required to conduct drafts by rail (*see* para. 585) will be appointed by Os. C. units concerned.

In the case of troops moving to ports for embarkation on transports, officers will be appointed to accompany drafts under orders of the Q. M. G. in India.

Documents, reports and returns.

675. Embarkation returns.—The following returns are required:—

(*a*) *For British troops proceeding to Great Britain or elsewhere outside Indian limits.*—Special forms as issued by the W. O. and A. F. B-126. The latter will be prepared by the embarkation authority and disposed of in accordance with instructions on the form.

(*b*) *For Indian troops proceeding beyond Indian limits.*—A. F. B-126 which will be prepared by the embarkation authority who will furnish copies to the Q. M. G., the district commander, the O. C. troops on board, and the P. N. T. O. or his representative.

In the case of officers proceeding to destinations outside Indian limits, the embarkation authority is responsible for furnishing, direct to the India Office, a return of the officers embarked showing the circumstances in which they are proceeding.

When British soldiers proceeding on furlough are embarked, a separate nominal roll of such men, showing their rank, name, corps particulars of family and period of furlough, will be prepared in dup-

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licate by the O. C. unit and forwarded to the embarkation authorities who will countersign one copy and forward it to the W. O. direct.

676. Disembarkation returns.—The disembarkation returns to be rendered in respect of British troops moving between India and Great Britain or elsewhere beyond Indian limits, are prescribed in K. R.

In connection with movements of British and Indian troops within Indian limits, a disembarkation return on A. F. B-126 is to be furnished, one copy of the return being rendered to the embarkation staff and a duplicate to the district commander.

In the case of Indian troops arriving in India from a station at which they were borne on the imperial establishment, an additional copy of the disembarkation return on A. F. B-126 is to be forwarded direct to the W. O. by the embarkation authority.

677. Voyage reports.—On hired transport or freight ships engaged in India, five copies of I. A. F. T-1735 are to be prepared by the O. C. troops, and handed over by him to the embarkation authority at the port of disembarkation for disposal.

No voyage report is necessary for voyages within Indian limits when less than 50 troops are carried or for journeys of three days or less, unless the O. C. troops or the embarkation authority considers such report necessary for any special reason.

678. Nominal rolls.—The instructions contained in K. R., paras. 1098 and 1100 to 1104 both inclusive regarding the preparation, submission, and disposal of returns of nominal rolls, of A. F. B-127 and of consolidated rolls on board ship, are applicable to India.

679. Disposal of documents.—The rules contained in K. R., paras. 1105 and 1106 for the preparation and disposal of the documents of British soldiers returning to Great Britain from overseas are applicable to India.

680. Special instructions for homeward voyages.—The embarkation authority is responsible for the preparation and despatch of A.F. B-142 in accordance with the instructions contained in K. R., paras, 1111 to 1114, both inclusive.

Embarkation of troops and families.

681. General instructions.—The instructions contained in K. R., paras. 1123 to 1146, are applicable to India with exceptions contained in the following paras.

681-A. Medical inspections.—All officers, troops and families whether travelling singly or with a unit or draft, and civilians will be inspected by a medical officer on the day of departure from their station, or on the previous day. A certificate on I. A. F. M-1240 must be produced in all cases at the port of embarkation and will be handed over to the D. A. D. M. S. (D. and E.). In cases where more than three days have elapsed from the date of signature of I. A. F. M-1240, it must be Z-7208 (D. M.S.-5).

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endorsed by a government medical officer within three days of embarkation. If this cannot be done the individual will be re-examined at the port before embarkation. Failure to produce I. A. F. M-1240 at the port of embarkation may lead to loss of passage.

An officer's wife within three months of confinement will not be embarked; a written statement on this point from the lady, or her husband, may be accepted by the medical officer.

Similarly a soldier's wife within three months of her confinement will not be embarked. All such cases, as well as those in which a soldier's family is prevented by sickness from embarking, will be dealt with as laid down in King's Regulations (1928), para. 1108.

Any individual who does not show satisfactory marks of successful vaccination or re-vaccination, or bears marks of small-pox, or who cannot produce satisfactory evidence of unsuccessful vaccination may be refused passage by a government ship or hired transport.

682. Officers for duty on board ship.—The ship's staff and the officers required for duty on board ship are appointed by A. H. Q.

The ship's staff will consist of the O. C. troops, adjutant, quartermaster, baggage officer, medical officers and chaplains. When circumstances permit the following number of officers, in addition to ship's staff, will be appointed for duty:—When the troops on board number between 20 and 75, one officer; for every additional 75 men, one officer, when the number exceeds 150, one of the officers will be a captain and when it exceeds 300 one will be a field officer.

Officers proceeding on leave or furlough under the leave rules for the Indian army are not to be detailed for duty on board ship unless circumstances rendered this absolutely necessary. When it is not possible to complete the required quota of officers for duty from the entitled and non-entitled passengers travelling by the vessel, officers of the British service will be appointed specially by A. H. Q. The rules governing the grant of return passage to such officers are contained in Passage Regulations, India.

In cases where direct embarkation is employed, officers will be detailed by A. H. Q. to proceed to certain draft conducting centres as required and proceed to the port in charge of drafts on a troops special.

683. Appointment of chaplains for duty on transports.—The appointment for duty of one Church of England chaplain and of one Roman Catholic Chaplain is authorised on each transport conveying troops between India and Great Britain. A Church of Scotland chaplain will be appointed on a transport conveying a Scottish unit.

The appointment of chaplains for duty on outward bound transports is made by the W. O., chaplains, for duty in homeward bound transports are appointed by A. H. Q. on the recommendation of the ecclesiastical authorities.

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The ecclesiastical authorities responsible for the nomination of chaplains for duty on homeward bound transports are :—

Church of England.—The Metropolitan in India, Calcutta.

Church of Scotland.—The Presidency Senior Chaplain, Bengal.

Roman Catholic Church.—The Archbishop of Simla, or in his absence the Vicar-General and Administrator.

These authorities are required to submit lists of chaplains so nominated to the Q. M. G. before the 1st September of each year indicating therein the order of priority in which chaplains are to be selected.

A chaplain will be appointed by A. H. Q. for duty on a homeward bound transport only when there is no chaplain appointed by the W. O. for the round journey to India and back, available for duty.

As a general rule, only Church of England and Church of Scotland chaplains of the I. E. E. who are proceeding on or returning from leave are appointed for duty on transports, whether homeward or outward bound. When such chaplains are not available, chaplains of the R. A. C. D. may be appointed, or clergymen who do not belong to either the R. A. C. D. or the I. E. E. may be appointed specially for this purpose.

Applications by chaplains for duty passages on transports from Great Britain to India should be submitted to the I. O.

The rules governing the grant of conveyance to chaplains appointed for duty on transports are contained in Passage Regulations, India.

684. Families.—The instructions contained in King's Regulations (1928), paras. 1095, 1162 and 1163 are applicable to India. Z-7208 (D. M. S.-5).

685. Hour of sailing.—The embarkation authority is responsible for informing the P. N. T. O., or in his absence, the master of the ship, of the hour at which the embarkation is likely to be completed in order that there may be no delay in leaving harbour.

686. Certificate from civilians.—The embarkation authority is responsible for obtaining a certificate from each civilian passenger embarked on a hired transport, or freight ship, to the effect that he will conform to the standing orders of the ship and to such other orders as the O. C. troops on board may issue.

Offences committed by civilians during the voyage are to be dealt with by the master of the vessel.

Shipment of baggage.

687. General instructions.—Subject to the exceptions mentioned in the following paras., the rules contained in King's Regulations,

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paras. 1155 to 1163 inclusive, 1165 and 1166, regarding shipment of baggage are applicable to India.

688. Stowage of baggage.—The embarkation authority will provide hired labour on shore for the purpose of handling, and placing the baggage in the slings. The representative of the P. N. T. O. is responsible that the necessary labour is available for working the winches and cranes; and for providing stevedorage in the baggage rooms for unslinging the baggage and stowing under the supervision of a ship's officer.

The baggage officer will exercise general supervision of the loading of the baggage, under the orders of the embarkation authority, who will arrange for the posting of sentries to warn troops to keep clear of the hatchways, and of the areas over which the winches and cranes are working.

Baggage for intermediate ports will be stowed separately, that for the furthest port of call being shipped first.

Sea kit bags which the troops require on their troop decks, and also rifles, will be handled by the troops.

The light baggage of invalids, and of the families of British soldiers, will be handled by hired labour engaged by the embarkation authority.

Indian troops.—Subject to the following exception the above instructions apply:—

When there is a large number of troops, two fatigue parties, each working under an officer, or Indian officer, will be detailed as "shore" and "baggage room" parties to assist in loading and stowing the baggage.

689. Unaccompanied baggage.—Applications for the shipment of unaccompanied baggage, whether entitled or non-entitled are to be forwarded to the Q. M. G. in India, who will decide whether the baggage is entitled to conveyance at the public expense and arrange for its shipment by transport. If entitled baggage has to be conveyed to a station not usually served by hired transports, or if no transport is likely to proceed to the destination of the baggage within a reasonable time, the embarkation authority concerned will arrange to engage commercial freight under the orders of the Q. M. G. in India.

In the case of non-entitled, unaccompanied baggage the embarkation authority is responsible for obtaining before shipment, a certificate from the applicant indemnifying the public against any claim for possible loss or damage.

The embarkation authority is responsible that freight form "T" compiled as directed in K. R., para. 1162, is forwarded to A. H. Q. and to the destination of the baggage.

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690. Privately owned motor cars.—The following instructions are for the guidance of applicants for the conveyance of private motor cars by hired transports to Great Britain as " indulgence " :—

(*a*) Applications (in duplicate) to be submitted to the Q. M. G. in India.

(*b*) Available accommodation in transports for motor cars is strictly limited. It is essential therefore that applications for such accommodation should be submitted well in advance of the desired date of shipment.

(*c*) Applications must contain full information as to the size of the car in crate, and its weight. Without this information no application will be considered.

(*d*) Private motor cars, if accepted, will be shipped at owner's risk.

(*e*) Dock dues and any other incidental shipping charges must be met by the owner.

(*f*) The applicant will be required to certify that the car is his own private property and to give any special reasons in support of his application to have it conveyed to the United Kingdom in a hired transport. The applicant will also be required to certify that the petrol tanks, oil tanks, etc., are empty and that the car is free of petrol gas.

(*g*) The following scale of charges will be collected before actual shipment to cover the cost of loading at the port of despatch and unloading at the port of destination :—

£3 for cars weighing packed one ton or less.

£5 for cars weighing packed more than one ton.

The amount collected will be credited to public funds, and a note made on the shipping return to that effect.

691. Damage to or loss of baggage.—Government accepts no liability for damage to or loss of private baggage, whether accompanied or unaccompanied, the responsibility for the insurance of such baggage against damage or loss rests solely with the owners.

Duties on board ship.

692. General instructions.—The instructions contained in King's Regulations, paras. 1168 to 1202 both inclusive, are applicable to India. The attention of Os. C. troops is directed particularly to King's Regulations which governs the appointment on board ship of officers for duty.

693. When an infectious disease notifiable in India, information as to which is in possession of the master of the ship, occurs in a transport, freight ship or hospital ship bound for a port of embarkation in India, it should be reported as early as possible to the embarkation

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commandant concerned by wireless. This information will be reported by wire to the Q. M. G. in India, the D. D. M. S. of the command, the A. D. M. S. district in which port of disembarkation is situated, and to the port trust authorities by the embarkation commandant. Nominal rolls of contacts to be segregated will be prepared in duplicate during the voyage showing the last date of contact against each name. These rolls will be handed over to the D. A. D. M. S. (E.) at the port of disembarkation, who will forward one copy to the M. O. i/c segregation camp.

Z-8011 (D. M. S.-5). The embarkation commandant will also report by wire the occurrence of infectious disease to the A. D. M. S. district or independent brigade area to which the troops are proceeding, repeating to the officers commanding hospitals concerned. In the case of troops proceeding by ship to another port in India, the telegram will be repeated also to the D. A. D. M. S. (D. & E.) at the port of disembarkation.

Where small pox occurs, the rolls should state in the case of each person the last date of vaccination within five years, whether it was successful, and if not, the last date on which a successful vaccination result was obtained. If vaccination is refused, the fact should be noted.

A report on the outbreak of the disease in duplicate should be given to the D. A. D. M. S. (E.), one copy of which will be forwarded to the D. M. S. in India.

694. On the arrival of vessels containing cases of infectious disease at the port of disembarkation it is the duty of the A. D. M. S. of the district to issue the necessary instructions to the D. A. D. M. S. (E.) for the disposal of the military personnel, reporting to the D. D. M. S. command what orders he has issued. In these circumstances the disembarkation staff carry out such recommendations as are detailed by the A. D. M. S., notwithstanding any general instructions for the disposal of troops which may be in existence.

Messing and canteen.

695. General instructions, British troops.—The instructions contained in K. R. paras. 1205 to 1213 are applicable in the case of British troops embarking in India, except as indicated in the following paras.

696. Cooks in Indian waters.—When British troops proceeding by sea from port to port within Indian limits are not victualled by the ship, cooks will be ordinarily provided under regimental arrangements. If necessary, however, cooks will be provided by the I. A. S. C. on payment, and on receipt of ten days' notice unless the troops are proceeding on active service or are victualled by the ship.

The number of cooks allowed will in no case exceed one head cook per ship and one cook per 100 men or less. Regimental cooks, may be granted free return conveyance to the original port of embarkation and rations on the return voyage. Cooks provided by the I. A. S. C. are entitled to free return conveyance and free rations on the outward and homeward voyages.

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The employment of cooks on the same scale by Indian army service corps at the port is sanctioned for the preparation of meals for troops embarking and disembarking.

697. Cooks for British troops proceeding beyond Indian limits.—When British troops proceeding beyond Indian limits are not victualled by the ship, the I. A. S. C. will provide cooks under the conditions prescribed in the previous paragraph. If the troops embark at Aden where cooks are not procurable, soldier cooks will be appointed who will receive six pies per day per man for whom rations are cooked.

Intermediate ports.

698. General instructions.—The instructions contained in K. R., paras. 1214 to 1219, both inclusive, are applicable to India.

699. Canteens.—The army canteen board (India) will have the sole right of supply to British troops for parties of 20 or over, whilst embarked on board transport plying between India and Iraq, of all articles and goods usually or which may usefully be sold in regimental institutes. This sole right does not extend to the supply to officers, but officers, may deal in accordance with His Majesty's transport service regulations. This instruction will only apply where the army canteen board (India) have a canteen in operation. Where no such canteen is operating permission may be given by the embarkation authorities for other arrangements to be made.

Disembarkations.

700. General instructions.—The instructions contained in King's Regulations, paras. 1220 to 1222 inclusive, 1224 to 1231 inclusive, 1233, 1236 and 1237, regarding disembarkation, are applicable to India except as indicated in the following paras.

701. Landing of baggage.—The landing of baggage will be arranged for by the representative of the P. N. T. O. in consultation with the embarkation authority. The representative of the P. N. T. O. is responsible that the necessary labour is available for working the winches and cranes ; and for the provision of stevedorage in the baggage rooms for slinging the baggage, under the supervision of a ship's officer. The embarkation authority will arrange for hired labour to clear the slings, and move the baggage to places adjacent to the quay convenient for loading on rail, or road transport. The baggage officer will exercise general supervision of the landing of the baggage under the orders of the embarkation authority, who will arrange for the posting of sentries to warn troops to keep clear of the hatchways, and of the areas over which the winches and cranes are working.

If weather permits, the "present use" and "light baggage" of 1st, 2nd and 3rd class passengers will be stacked on deck in readiness to be landed at once. Sea kit bags with the troops, heavy kit bags which will be issued before arrival in port, and also rifles will be handled by the troops.

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The light baggage of invalids, and of the families of British soldiers, will be handled by hired labour engaged by the embarkation authority.

Indian Troops.—Subject to the following exception the above instructions apply :—

When there is a large number of troops. two fatigue parties, each under an officer, will be detailed as " baggage room " and " shore " parties to assist in landing the baggage.

702. Settling claims for losses, etc.—The list of charges debitable to the troops on account of damages and losses referred to in K. R. para. 1226, will be forwarded by the embarkation authority to the C. M. A. concerned, who will be responsible for making the necessary adjustments.

703. Report of arrival to A. H. Q.—The arrival at any port within Indian limits of a hired transport or freight ship, or of any vessel moving within Indian limits with formed bodies of troops on board, will be reported by the D. M. T. O. to army headquarters (Q. M. G.) by telegram.

704. Medical inspection.—The report of the medical inspection referred to in K. R. para. 1229 together with the returns of sick on board, will be forwarded to A. H. Q. in the case of vessels arriving at ports within Indian limits.

This, however, is not applicable in the case of coastal traffic in small numbers.

705. Posting orders.—Posting orders for individual officers and others arriving in India are issued by A. H. Q. to the embarkation authority. The embarkation authority is responsible for their communication to the individuals concerned on the arrival of the vessel.

706. Issue of warrants and travelling allowance.—The embarkation authority or officer commanding overseas rest camp, as the case may be, is responsible for the issue of railway warrant or travelling allowance to individuals entitled, under the rules in Passage Regulations, India, to conveyance at the public expense from the port of disembarkation to their final destination in India.

Mounted troops and animals.

706-A. General instructions.—The instructions contained in K. R. paras. 1238 to 1254, both inclusive, regarding the procedure to be adopted when mounted troops and animals are conveyed by sea, are applicable to India.

706-B. Veterinary precautions with regard to the importation of military animals.—All military animals, including registered charge s of officers, for importation into India will be inspected prior to embarkation by a veterinary officer or veterinary assistant-surgeon where no veterinary officer is available and subjected to the mallein

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test. A certificate to the effect that they have been so inspected, tested and found free from all symptoms of disease will accompany the animals and be handed over, if required, to the government veterinary officer at the port of disembarkation. On the disembarkation at ports within Indian limits, military animals will be inspected by a military veterinary officer, or veterinary assistant-surgeon, and must be passed as clinically free from infectious disease before being despatched to their station.

The embarkation authority is responsible for giving sufficient notice of the arrival of animals to the veterinary authorities and for this purpose will communicate direct with the D. A. D. V. S. of the district in whose veterinary administrative area the port may be. The D. A. D. V. S. will arrange for this inspection to be carried out.

On arrival at their stations, animals will be segregated for mallein testing in accordance with instructions contained in para. 513-A of these regulations, but the period of working isolations will be extended to 3 months from the date of disembarkation in India.

Private horses, other than registered chargers, are liable to inspection, etc., in accordance with the rules prescribed by the local government. Such horses may not be landed in the Bombay Presidency except at the port of Bombay. Further more, the importation of military animals also is subject to such rules, unless the veterinary certificate accompanying them is signed by an officer of the R. A. V. C. No. 66176 (Q.M.G.-2).

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CHAPTER XII.—DRESS, CLOTHING, EQUIPMENT, MEDALS, DECORATIONS AND REWARDS.

1. DRESS, CLOTHING AND EQUIPMENT.

707. General instructions.—Orders for dress and equipment for officers and soldiers of the British service are prescribed in the K. R.; orders for dress for the Indian army will conform, due regard being paid to the special patterns of clothing or equipment authorized in A.R.I., Vols. VII and XI.

708. Uniform and plain clothes.—Officers, W.Os., N.C.Os. and men are always to be in possession of their uniform, which will be worn on duty. Plain clothes may, however, be worn on such occasions as may be sanctioned by superior authority. No officer, or other rank, is required to wear uniform when calling at the India Office, London.

A. 40386 (A. G.-9). **708-A. Fancy Dress.**—Other ranks attending fancy dress entertainments may wear fancy dress or regulation uniform but not a combination of the two. Permission to wear fancy dress at entertainments outside barracks may be granted at the discretion of the station commanders

709. Dress at civil courts.—Officers and soldiers attending a civil court on duty will wear uniform with swords and side arms.

710. The kirpan.—In units in which Sikhs are authorised to wear the kirpan, it will be worn on all ceremonial occasions; on other occasions the kirpan will be worn at the discretion of officers commanding units. Uniformity within the unit will be maintained as regards the method of wearing the kirpan both in uniform and in plain clothes.

When the kirpan is worn in uniform, it will be carried in a scabbard on the right side of the belt in rear of the hip, attached to the belt by a light frog of webbing or leather, according to the equipment in use, stitched close to the scabbard with a continuing loop to pass over the waist belt, and when in plain clothes according to the method decided regimentally.

When not being worn kirpans will be lodged in the armoury of the units concerned.

The length of the blade of the kirpan shall not exceed nine inches and the width shall not exceed 1 inch at its widest part. The pattern of the handle of the kirpan is left to the discretion of the officer commanding the unit concerned, but uniformity in the unit will be maintained. The unit commander will make all necessary arrangements for the supply of kirpans. The cost involved will not be borne by the state.

2. MEDALS, DECORATIONS AND REWARDS.

711. General instructions.—Instructions regarding the wearing of ribbons and medals are contained in the K. R., and in A.R.I.,

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Vol. VII. Medals and decorations should, whenever possible, be presented to the recipient on parade with befitting ceremony.

712. Grant and issue of medals.—The Army Instruction (India) or other order notifying the award of a medal for active operations will include instructions as to the conditions which qualify for the award of the medal, the persons who are eligible for the medal and the manner in which nominal rolls are to be submitted.

713. Permission to wear medal ribbons.—When the grant of a medal has been notified and the medal rolls submitted to the G. of I., district commanders may authorise all ranks whose names are entered in the rolls to wear the ribbon, which may be obtained free on requisition from the chief ordnance officer, Shahjahanpur, no demands should be made until it has been notified that ribbon is ready for issue. **41977 (Q.M.G. 10-A.)**

714. Medals for saving life.—No medal or clasp awarded for life saving may be worn without the permission of the War Office in the case of British personnel, or of the G. of I. in the case of Indian personnel. Applications for the grant of the Royal Humane Society's awards will be submitted to the Secretary to the G. of I., Home Dept., as laid down in I.A.F. Z-2000, and not direct to the Society.

715. Medals of discharged men.—Gold and silver medals of discharged men will be sent to them by unit commanders by registered and insured post, and bronze medals by registered post. **A.D. Regr. No. 2242-Medals.**

716. Replacement of medals.—Applications from British officers for the replacement of lost medals will be submitted to the Officer-in-Charge, medal Distribution, Army Department, Delhi by the unit commander or head of the department concerned. In the case of all others evidence regarding the loss will be taken by the squadron, battery or company commander and proceedings countersigned by the unit commander who will record his opinion as to whether the loss occurred :— **A. D. Regr. No. 7737-Medals-29.**

(i) when the soldier was on duty and from causes entirely beyond his control, (ii) by accident, (iii) wilfully.

In cases under (iii) the man will be dealt with under Sec. 24 of the A.A. and Sec. 35 of the I.A.A. If convicted the man must serve 3 years clear of a regimental entry before he can be recommended for a new medal, which may then be obtained for him on payment. If sentenced to imprisonment or detention the 3 years will be reckoned from the termination of the punishment.

When a person who has ceased to serve in the army loses a medal, the circumstances of the loss will be investigated by the officer under whom he is employed, if he is still in the government service, otherwise by the nearest civil officer. The investigating officer will forward the result of his investigation with his opinion as to the degree of blame attaching to the claimant, to the officer commanding the unit to which the person belonged when the medal was granted, who will verify the claim and dispose of it as directed above. The circumstances attending the loss of a medal by a person who has not

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served in the army will be investigated by the nearest civil officer, who will forward the application with an accurate description of the medal (and clasps) to the Secretary to the G. of I. in the Army Dept.

Applications under (i) and (ii) will be submitted on A.F.B-177 with the original record of evidence, to the Secretary to the G. of I. in the Army Dept In cases where there is no evidence as to loss except such as may be furnished by the soldier himself the unit commander will take the man's character into consideration in recording his opinion.

As it is necessary to safeguard medals falling into unauthorized hands, it is seldom that medals can be replaced at government expense. Such replacement can only be justified when the loss is entirely due to unavoidable circumstances. Loss by theft, or on account of loss of baggage while travelling will not justify replacement at the expense of the state.

If it be decided that the cost of replacement shall be borne by the individual the unit commander will forward the application direct to the Secretary to the G. of I. in the Army Dept. Care will be taken that the rank, number and spelling is exactly the same as on the original medal roll.

717. Disposal of unclaimed medals.—Forfeited and unclaimed medals will after one year be returned direct to the War Office, or the Officer-in-Charge, Medal Distribution, Army Department, Delhi, according to whether the medal was issued by the War Office or the G. of I.

A. D. Regs. No. 7737-Medals-29.

718. Forfeiture of war medals.—Any person subject to the I.A.A. who :—

(*a*) is found guilty by a court-martial of desertion, fraudulent enlistment or disgraceful c nduct;

(*b*) is liable to trial on confession of desertion, or fraudulent enlistment, but whose trial has been dispensed with;

(*c*) is dismissed from the service, or is expressly discharged on account of misconduct, or on conviction by the civil power for an offence which, if tried by a court-martial, would be cognizable under section 31 of the I.A.A. or is sentenced by a civil court to a punishment exceeding six months' imprisonment;

(*d*) is sentenced to transportation, or to forfeit his medals;

shall forfeit all medals and decorations (other than the Victoria Cross, Military Cross, Order of British India and Indian Order of Merit, which are dealt with under special regulations) of which he may be in possession, or to which he may be entitled, together with the annuity or gratuity, if any, thereto appertaining.

719. Victoria Cross.—British and Indian officers and men of all ranks of the Indian army, the Indian state forces, or any other forces in India serving under the command, guidance or direction of any British or Indian officer, or of a political officer attached to such

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forces on behalf of the G. of I., are eligible for the award of the Victoria Cross in recognition of an act of most conspicuous bravery or some daring or pre-eminent act of valour or self-sacrifice or extreme devotion to duty in the presence of the enemy.

Matrons, sisters, nurses and the staff of the nursing services and other services pertaining to hospitals and nurses and civilians of either sex serving regularly or temporarily under the orders, direction or supervision of any of the abovementioned forces, are also eligible for the award of the Victoria Cross.

If a recipient of the Victoria Cross again performs an act of bravery such as would have made him or her eligible to receive the Cross, such further act of bravery may be rewarded by a bar to be attached to the riband of the Cross, and for every such additional act of bravery an additional bar may be awarded.

The Victoria Cross and bar or bars may be awarded posthumously.

Recommendations for the award of the Cross or bar will be submitted through the usual channel to H. E. the C.-in-C. in India, accompanied by a description of the act of bravery and conclusive proof so far as the circumstances of the case will allow of the act recorded. For allowances see P. and A. Regs.

720. Award of the D.C.M. to U. L. and R. E. soldiers.—The rules in the K. R. and R. W. regarding the award of the Distinguished Conduct Medal are applicable to a British soldier on the U. L. or on the R. E. Indian establishment.

721. The Order of the British Empire.—The regulations governing the award of the Order of the British Empire to British officers and other British ranks are laid down in the K. R. and R. W.

Indian officers and Indian w. os. are eligible for the award of the O.B.E., 5th class, under the same conditions as govern the grant of this order to British ranks. The award of the O.B.E. to Indian ranks is not accompanied by any monetary allowance.

721-A. The Medal of the Order of the British Empire.—The regulations governing the award of the medal of the military division of the Order of the British Empire to British ranks are laid down in the King's Regulations. B.-2822 (A. G.-9).

Indian ranks are eligible for the award of this medal under the same conditions as govern the grant of the medal to British ranks.

The award of the medal, either for gallantry or for meritorious service, does not entitle the recipient to the grant of any gratuity or additional pension.

Instructions regarding the submission of recommendations for the award of the medal on behalf of eligible British and Indian military personnel will be found in I. A. F. Z.-2000—Regimental Section.

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722. The Military Cross.—The regulations governing the award of the Military Cross to British officers and warrant officers are laid down in the K.R. and R.W.

Indian officers and Indian w. os. are eligible for the award of the Military Cross under the same conditions as govern the award of this decoration to British ranks. The allowance attached to the Military Cross when awarded to Indian ranks is laid down in P. and A. Regs.

The Military Cross is awarded for service in action only.

723. Meritorious Service and Good Conduct Medals.—The rules governing the grant of medals for meritorious service and good conduct for British and Indian troops will be found in Appendix V. The amount of annuities and gratuities are given in P. and A. Regs.

724. The Edward medal.—The Edward Medal may be awarded to British subjects who endanger their own lives in saving or endeavouring to save the lives of others from perils incurred in connection with industrial employment. For every such additional act of gallantry a bar may be awarded.

The medal is of bronze, but when it is awarded for acts of such great and exceptional gallantry as to merit a special degree of recognition, the "Edward Medal in silver" may be awarded.

If any person who is a recipient of the Edward Medal be convicted of any crime or disgraceful conduct, the circumstances will be reported to the Adjutant-General.

725. The Albert Medal.—The Albert Medal may be awarded to British or Indian ranks, or civilians, who, in saving or endeavouring to save the lives of others from perils of the sea, or from perils on land, have endangered their own lives. For every such additional act of gallantry, a bar may be awarded. The medal is of bronze, but if it is awarded for acts of such extreme and heroic daring as to merit a special degree of recognition "the Albert Medal in gold" may be awarded. If any person on whom the Albert Medal has been conferred, be convicted of any crime or disgraceful conduct the circumstances will be reported to the Adjutant-General.

A. 46048 (A. G.-9).

726. Order of British India.—The Order of British India consists of two classes. The first class carries the title of "Sardar Bahadur" and consists of risaldar-majors, subadar-majors, risaldars and subadars only; the second class carries the title of "Bahadur" and consists of Viceroy's commissioned officers of all grades. All appointments to, and promotions in, the order are made by the Government of India for long, faithful and honourable service. As a rule Viceroy's commissioned officers, sub-assistant surgeons (with the rank of subadar-major or subadar) and veterinary assistant surgeons (with the rank of risaldar-major or risaldar) on the active list are alone eligible. Vacancies in the establishment are filled as they occur. Unit commanders will submit annually (I. A. F. Y-1920) three names for

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admission to the order. Promotion in the order will be made from among the members of the second class, serving on the active list, who are recommended for promotion. All casualties will be reported to the A. G. A risaldar-major or subadar-major, including a sub-assistant surgeon with the rank of subadar-major, and a veterinary assistant surgeon with the rank of risaldar-major, who is a member of the first class will, on retirement, be granted the honorary rank of captain. A Viceroy's commissioned officer of other rank including a sub-assistant surgeon with the rank of subadar and a veterinary assistant surgeon with the rank of risaldar, who is a member of the first class will, on retirement, be granted the honorary rank of lieutenant. Indian officers of frontier militia corps and military police battalions are eligible for the grant, on retirement of the honorary rank of $\frac{\text{captain}}{\text{lieutenant}}$ under the conditions applying to Viceroy's commissioned officers of the regular army.

On promotion in, or removal for misconduct from, the order, the insignia in possession will be returned to the Officer-in-Charge, Medal Distribution, Army Department, Delhi. A. D. Regr. No. 7737-Medals-29.

727. Indian Order of Merit.—The Indian Order of Merit consists of a military and civil division, the former having two and the latter three classes. Indian officers and soldiers are eligible for admission to the military division as a reward for conspicuous personal gallantry in the field, and also to the civil division for personal bravery in aid of the public authority and safety. Promotion in the order is similarly obtained. In submitting recommendations, the act of gallantry, which must be conspicuous as distinguished from ordinary bravery in the performance of duty, shall be specified, and the testimony of eye-witnesses shall be given.

A record of the act of gallantry for which an individual is admitted to or promoted in the order is kept, and a certificate is issued to him by the G. of I. Recipients of the Indian Order of Merit, both military and civil divisions, are permitted to add the letters "I.O.M." after their names. On promotion in, or removal for misconduct from, the order, the insignia in possession of the individual will be returned to the G. of I.

728. Dismissal of a member of the O.B.I. and I.O.M.—When a member of the Order of British India or the Indian Order of Merit is dismissed from the service, the unit commander will make a full report of the case accompanied by a copy of the charge, finding and sentence, to H. E. the C.-in-C., to enable the G. of I. to decide whether the decoration and the accompanying allowance shall be forfeited.

729. The I.D.S.M.—The Indian Distinguished Service Medal may be awarded to Indian officers and other ranks of the Indian regular forces, including the reserve of the Indian army, border militia, levies and military police, and Indian state forces, when employed under the orders of the G. of I., who have distinguished themselves in peace or on active service by acts of specially meritorious

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service, or who have shown personal bravery not amounting to the standard required for the Indian Order of Merit. The Royal Warrant instituting this medal is republished in Army Department Notification No. 671 of 1907.

Indian non-combatants attached to forces on field service are also eligible for the award of the Indian Distinguished Service Medal.

730. Decorations for civilians in the field.—European civilian subordinates when serving in the field and holding relative British rank as officers, warrant officers or non-commissioned officers, are eligible for such British distinctions as the nature of the services brought to notice would deem to merit. The Order of the British Empire should be regarded as the normal reward in the case of European civilian subordinates holding relative rank as officers and, in the case of other ranks, the Meritorious Service Medal, without annuity, should be awarded. An individual is not however precluded from receiving other forms of military award for gallantry in the field under fire, should such a case arise.

731.

732. Honorary ranks.—A step of honorary rank, on or after retirement with the title of honorary risaldar-major, risaldar, subadar-major, and subadar may be bestowed on Indian officers who are recommended by H. E. the C.-in-C., as specially deserving of this honour.

A.-33818-(A. G.-9). In very exceptional cases Indian officers who have served with special distinction, and who have attained the rank of risaldar-major, or subadar-major, or have held the appointment of Aide-de-Camp to H. E. the Viceroy, or to a Governor or C.-in-C. or who have been awarded the V. C. or M. C. may be granted the honorary rank of captain or lieutenant, on retirement, if recommended for this honour.

Recommendations will be accompanied by I. A. F. D.-903 (Character Roll).

A.-34301 (A. G.-9). **733. Honorary rank of jemadar.**—The following are eligible for the grant of the honorary rank of jemadar, on retirement:—

(i) Dafadars and havildars with 28 years' pensionable service who have served as orderly room clerks in Indian units.

(ii) Deserving dafadars and havildars, other than those referred to in (i), (iii) and (iv), including drum, trumpet, bugle, fife, and farrier-majors, who have rendered not less than 28 years' exceptionally meritorious and pensionable service and have served for 3 years in the rank of dafadar or havildar or in the appointment of drum, trumpet, bugle, fife, or farrier-major.

(iii) Dafadars and havildars who have served as English school masters in Indian units with 32 years' pensionable service.

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(iv) Havildar-majors of the driver establishment of British pack batteries with 24 years' pensionable service provided they have served for three years in the appointment of havildar-major.

The condition in respect of length of service may be relaxed in very exceptional cases where specially meritorious service has been rendered but, through circumstances beyond the control of the n. c. o. his pensionable service is slightly below that required to qualify for the concession. B.-160 (A. G.-9).

The special pensions attached to this honorary rank are laid down in P. and A. Regs.

Recommendations will be accompanied by I. A. F. K.-1155 (Sheet Roll). B.-6136 (A. G.-9).

734. Grants of Land.—Nine grants of land or jagirs are distributed annually by His Excellency the Commander-in-Chief. A "jagir" may take the form of either a grant of land or an assignment of land revenue. A grantee who is a resident of an Indian state, may, if he so desires, elect to receive the "jagir" in the form of a special pension. Instructions regarding the submission of recommendations for this reward will be found in I. A. F. Z-2000 and on I. A. F. Y-1920-A. A.-24271 (A. G.-9).

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CHAPTER XIII.—CEREMONIALS.

1. PRECEDENCE.

735. Precedence of units.—The order of precedence of Indian units of the regular army, of units of the Indian auxiliary force, and of units of the Indian territorial force, among themselves is laid down in the Indian Army List. British units and units of the Indian auxiliary force take precedence of Indian units. On ceremonial parades Indian cavalry take precedence of field artillery, and Indian artillery and engineers of British infantry, signal units will take precedence immediately after sappers and miners, or after R.E. details in the case of British ranks parading separately. The Indian territorial force will take precedence amongst themselves after regular Indian infantry.

2. STANDARDS OR COLOURS.

736. General instructions.—Colours of Indian infantry will be kept in the quarter guard. On parade they will as a rule be carried by the two senior jemadars.

The instructions in regard to applications for new standards, guidons and colours and in regard to the disposal of old standards, guidons and colours are laid down in A. R. I., Volume XI (clothing regulations).

737. Camp and saluting colours.—A description of camp colours is given in the K. R. Those of Indian units will bear the number of the corps instead of the title.

3. HONOURS AND SALUTES.

738. Battle honours.—A unit which is represented in the field by less than two squadrons, two-thirds of a battery, one company of sappers and miners, or half a battalion, is ineligible for any honorary distinction for the operations concerned.

(a) Guards of honour and escorts.

739. General instructions.—A body-guard will always form the immediate escort of the personage for whom it is detailed. The instructions in the K. R. are, with the following additions, applicable to India:—

(i) A guard of honour of 100 rank and file with a captain in command and two subaltern officers, one carrying the standard of cavalry, or the King's colour of infantry, with a proportion of serjeants and the regimental band will attend on H. E. the Viceroy and at state ceremonials.

(ii) A guard of honour as in (i), but with the regimental colour, will attend on—

(a) Governors and residents, 1st class, when present officially at a state ceremony of the supreme government.

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(*b*) A governor when he first takes up or relinquishes his appointment, when he holds a durbar, and when he is present officially at a public civil ceremony at a military station within the limits of his jurisdiction.

(*c*) H. E. the C.-in-C. in India on occasions of official visits.

(*d*) Residents, 1st class, as ordered.

(iii) A guard of honour of 50 rank and file with two officers, band and the regimental colour, will attend—

(*a*) on governors when present officially at a military station outside the limits of their own jurisdiction;

(*b*) on occasions of official visits of a G.O. C.-in-C. within his own command;

(*c*) when a resident, 1st class, or the chief commissioner of the Andaman and Nicobar Islands first takes up or relinquishes his appointment, when he holds a durbar, when he is present officially at a public civil ceremony at a military station within the limits of his jurisdiction.

(iv) In the absence of special instructions, the O. C. troops will decide whether the guard of honour shall consist of British or Indian troops. In the latter case the captain may be replaced by a subadar and the subalterns by jemadars.

740. Guard of honour for Indian chiefs.—Guards of honour, etc., on the following scale will, on requisition by the civil or political authorities, be detailed to attend on Indian chiefs:—

The guard of honour and all guards at the station visited will pay an Indian chief the compliments prescribed for a general officer in uniform.

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Chief entitled to	Guns. 21 19 17	Guns. 15 13 11	Guns. 9	Where furnished.	When furnished.
(1) Guard of honour at point of entry (or departure) or at residence, as convenient.	100 Indian infantry with a subadar, 2 jemadars, band and regtl. colour.	50 Indian infantry under an Indian officer.	..	For chiefs with salutes of 21 and 19 guns—at all military stations; for those with salutes of less than 19 guns—at presidency towns, and at any military station where it is usual to detail guards, or escorts or both, to attend on such chiefs.	(1) and (2) on arrival and departure on a visit other than private or to attend social gatherings or public amusements; also when attending a state ceremony to which he has been officially invited; (3) and (4) during residence; (3) may be increased for security.
(2) Escort them to or from residence, if available.	2 n. c.os. and 12 sowars.	1 n. c. o. and 8 sowars.	1 n. c.o. and 3 sowars.		
(3) Guard on residence.	2 n. c. os. and 12 sepoys.	1 n. c. o. and 6 sepoys.			
(4) Escort when the chief goes out if available.	1 n. c. o. and 3 sowars.		2 sowars.		

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(b) Guards and sentries.

741. Guard salutings.—Guards and sentries will pay compliments as prescribed in the K.R., but guards including guards of honour, mounted over the residence of H. E. the C.-in-C., or a G. O. C.-in-C. within his own command, will pay no compliments to persons of lesser degree. When such guards are visited by officers on duty they will turn out to them with sloped arms.

742. Compliments to political officers.—The chief commissioner of the Andaman and Nicobar Islands, the commissioner in Sind, and officers of the political department who rank in the table of precedence above colonels are, within limits of their jurisdiction, entitled to receive from guards and sentries the compliments prescribed for a general officer in uniform. Other officers of the political department will, under similar circumstances, be paid the compliments due to a field officer.

743. Guards for governors and chief commissioners.—A guard of fifteen Indian infantry and twelve Indian cavalry men as orderlies will be furnished to a governor or chief commissioner. When cavalry have to be sent from a distance, a detachment of twenty-eight rank and file under an Indian officer may be sent and relieved periodically. No military escorts will accompany these officials when touring, except in the case of the chief commissioner in Baluchistan and the N.W.F. Province who are entitled to an escort of 1 section pack artillery, 2 troops Indian cavalry and one company Indian Infantry. They will, however, be furnished on application with such military guards of honour as may be required for special ceremonial purposes at places visited by them in the course of their official tours. The strength of these guards will be as prescribed in para. 739. Whenever considered necessary a detachment of Indian cavalry will also be furnished as an escort at a strength not exceeding two troops.

(c) Flags and flag stations.

744. The Royal Standard.—The Royal Standard, being the personal flag of the Sovereign, will only be hoisted when the Sovereign is actually present, or when any member of the Royal Family is present representing the Sovereign, except when a parade is held in honour of the birthday of the Sovereign: on such occasions the Royal Standard, if available, will be flown as prescribed in paragraph 747-A. It will be hoisted for H. M. the Queen in the same manner as prescribed for the Sovereign. B.-6809 (A. G.-11).

745. H. E. the Viceroy's flag.—The flag of H. E. the Viceroy is the Union Jack, having in its centre the Star of India surmounted by the Imperial crown.

746. Flag stations.—The Union Jack will be flown daily at the headquarters of the army, commands, districts and brigades, Razani camp Waziristan district the staff college, the Prince of Wales' Royal Indian military college, Dehra Dun, on Fort St. George, on inland and frontier forts, the Kirkee and Rangoon arsenals, the ordnance depots at Bombay, Cawnpore, Lahore and Karachi, the clothing depots at Madras, Quetta, Rawalpindi, 2233 (M. G. 1-A.) A.-44394 (A. G.-9).

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2233 (M.G.-1). Shahjahanpur, the ordnance factories at Aruvankadu, Kirkee, Jubbulpore, Cawnpore, Cossipore and Ishapore, the assembly factory, Rawalpindi and the clothing factory, Shahjahanpur.

28491(Q. M. G. 10) 4027-Q. 12. **746-A.** A list of civil officers who are also entitled to fly flags is given below. They may obtain the flags from the nearest arsenal on submission of a payment demand :—

No.	Name of official.	Flag flown.	Size.
1	Their Excellencies the Governors of Madras, Bombay, Bengal, the United Provinces, the Punjab, Bihar and Orissa, the Central Provinces, Assam and Burma.	Union Viceroy	21′ × 10½′
8257 (Q. M. G. 12.) 2	The Chief Commissioner and Agent to the Governor General, North West Forntier Province.	Do.	21′ × 10½′ and 6′ × 3′.
3	Chief Commissioner in Coorg and Resident in Mysore.	Do.	21′ × 10½′ and 6′ × 3′.
4	The Chief Commissioner, Delhi and the Chief Commissioner, Andaman and Nicobar Islands.	Union Jack	6′ × 3′
5	Provincial Legislative Councils	Do.	12′ × 6′
6	Commissioners of divisions, Deputy Commissioners or Collectors when not exercising political functions.	Do.	6′ × 3′
7	Members of the Board of Revenue, Madras	Do.	6′ × 3′
8	High Courts, Chief Courts and Judicial Commissioners' Courts.	Do.	12′ × 6′
9	Courts of districts and Sessions Judges (when the flying of the flag has been authorised by the local government).	Do.	6′ × 3′
10	All Residents, Agents to the Governor-General, Political agents, Political officers and such civil officers who perform political duties and are not specified above.	Union Viceroy	21′ × 10½′ 12′ × 6′ or 6′ × 3′ as authorised. Officers entitled to fly the large sized flags may demand 6′ × 3′ size for use in high winds.

(d) Salutes.

A.-49718 (A. XI). **747. Honours and Salutes on Parade.**—The instructions in King's Regulations under this head are applicable to India. The

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honours and salutes due to His Excellency the Viceroy will also be accorded to governors of presidencies and provinces, who, subject to the exceptions given below, shall be considered as representing the King Emperor on all official occasions, including official arrivals and departures, levées, state balls, formal investitures, reception of and visits to ruling princes and chiefs, other formal visits and receptions and durbars, within their own presidencies or provinces, and on any other occasions which a governor in his discretion may hold to be an official occasion on which he is representing the Sovereigns :—

(*a*) The Royal Salute will not be given, nor will the National Anthem be played for a governor when His Excellency the Viceroy *is in the same place* as the governor ; and

(*b*) at the Proclamation and King's Birthday Parades the governor will *not* take the salute, since the National Anthem and Royal Salute are then given for the Proclamation and King-Emperor.

2. A general salute will be given to the Chief Commissioner of the North-West Frontier Province, the Residents of Hyderabad and Mysore, the Agents to the Governor-General in Rajputana, Central India, Baluchistan, the States of Western India and Punjab States when all the troops on the parade which they attend belong to their administrative area. This will not apply to parades held on His Majesty's birthday and Proclamation day.

747-A. Ceremonial Parades—Procedure to be observed at—.

A.-20489 (A. G.-11).

Except when His Excellency the Viceroy is present, when special orders will be issued to suit local conditions, the following procedure will be observed on the occasion of :—

(*i*) The anniversary of His Majesty the King-Emperor's birthday.

(*ii*) Proclamation day.

1. The commander will be received with a general salute.

If he inspects the troops on parade he will afterwards move to his post to take part in the Royal Salute.

If there is no inspection, he will move direct to his post.

2. No person is entitled to stand at the flag-staff during the parade or to receive the Royal Salute.

B.-6809 (A. G.-11).

3. On a signal from the commander, the Union Jack (or the Royal Standard, if available, on the anniversary of His Majesty the King-Emperor's birthday) will be unfurled and the artillery and infantry will fire the *feu-de-joie* as laid down in Infantry Training, 1926, Volume I, Section 205, and Artillery Training, 1924, Volume I, Section 227, with the exception that 31 guns will be fired—eleven guns before the first round of the *feu-de-joie* and ten rounds before each subsequent round.

Whenever the National Anthem is played, all ranks in military uniform, not under the orders of the officer commanding the parade, will stand at attention, officers, warrant officers and non-commissioned officers saluting.

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At stations where flag-staffs are not provided a camp Union Jack will represent the flag-staff.

4. The march past, if ordered, will *not* form part of the parade. When a march past is ordered, the Union Jack will be lowered and raised again to mark the distinction between the two parades (when the Royal Standard is flown, it will be lowered and the Union Jack will be substituted for it), the commander taking up his position at the flag-staff.

On these occasions troops will march past once—mounted troops at a walk and dismounted troops in quick time—and will then proceed direct to quarters.

5. No other movements or ceremonies are to take place, with the exception of presentations of medals and decorations.

A.-20489 (A. G.-11). NOTE.—Section 205, Infantry Training, Volume I, 1926, includes orders for a 'Royal Salute' and 'Three cheers for the King'.

748. High officials inspecting a camp.—When H. E. the Viceroy, a governor, H. E. the C.-in-C. or a G. O. C.-in-C. passes along the front of a camp to inspect it, troops will fall in in front of the tents, but not under arms.

(e) Artillery salutes.

749. Artillery salutes.—Artillery salutes will be fired at military stations. The general rules laid down in the K. R. regarding artillery salutes will be observed in India. The artillery salutes authorised for India are detailed in the Indian Army List.

750. Salutes when fired.—As a rule salutes will not be fired before 8 o'clock in the morning nor after retreat. From the 15th April to 15th October salutes will not be fired in the plains between 08-00 and 17-00 hours unless specially ordered. Salutes will not be fired on Sundays, except to foreign ships of war.

In the event of any person entitled to a salute arriving or departing on a Sunday, or during non-saluting hours on week days, the salute will be fired at the first opportunity within saluting hours.

4. MILITARY FUNERALS AND CEMETERIES.

A.-44204 (A. G.-9). **751.** The rules in the K. R. relating to military funerals will be followed in India when not at variance with the regulations hereinafter stated.

Military funerals will be accorded to military officers in civil employ at the discretion of the O. C. station if the distance to the burial ground, climatic conditions and demands of training render the attendance of the military at such a funeral practicable.

751-A. British personnel of the R. I. Marine.—Military funerals will be accorded in India to British officers and other ranks of the Royal Indian Marine who at the time of death were on the active list, and were not serving with the Royal Navy.

752. Officers of an allied power.—A naval or military officer of an allied power will be accorded a military funeral, if so desired.

B. 4396 (A. G. XI.) **753. Funerals of high civil officials.**—On the occasion of the death while holding office of a governor of a presidency or province, or other

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high civil functionary entitled to an artillery salute, the troops present in the station will line the road to the cemetery and all officers on duty will attend. The firing of minute guns on these occasions will be confined to the headquarters of the local government or administration concerned, and the number of guns will be limited to the number the deceased was entitled to as a salute when living.

754. Gun-carriages.—A gun-carriage may, at the discretion of the station commander, be supplied when no suitable conveyance for the coffin of a deceased officer is procurable.

755. Burial of Roman Catholics.—At stations where a R. C. priest draws an allowance from the state he will read the burial service over every deceased R. C. soldier, unless excused from doing so by the canons of the R. C. Church. Where there is no R. C. priest paid by the state, the Protestant chaplain will, if requested, bury the deceased with the rites of the Church of England, unless he died unbaptized (even by lay baptism), ex-communicated by the major ex-communication, or is declared to be *felo de se*, but no Protestant chaplain can be called upon to bury a R. C. to whom his own church has refused burial.

When a R. C. priest, or a government chaplain refuses to bury a deceased R. C. soldier, the burial service of the Church of England will be read over the body by an officer of the unit to which the deceased belonged, and the circumstances will be fully reported to the G. of I.

756. Funerals of Indian Chiefs.—When the funeral of an Indian prince or chief passes through a military station the following courtesies may be accorded, if required :— B. 5401 (A. G. XI).

(*i*) A guard of honour equivalent to that to which the chief was entitled in his lifetime.

(*ii*) The firing of minute guns equivalent in number to those to which he was entitled in his lifetime.

(*iii*) The half-masting of the Union Jack during the firing of the minute guns.

757. Funerals of Indians holding King's commissions.—A firing party may, if required, be detailed from a British or Indian unit to attend the funeral of an Indian holding the King's commission. If the friends or coreligionists of the deceased desire that the corpse or coffin should be covered with the Union Jack, a flag will be placed at their disposal for this purpose.

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CHAPTER XIV.—OFFICE WORK AND CORRESPONDENCE, POSTAL AND TELEGRAPH, ORDERS, DOCUMENTS, REPORTS AND RETURNS, BOOKS, FORMS, STATIONERY, RECORDS.

1. OFFICE WORK AND CORRESPONDENCE.

758. General rules.—The general rules for the conduct of official correspondence contained in the K. R. are applicable to India.

Letters conveying the orders of the G. of I. are addressed to the head of the branch at A. H. Q. concerned, copies being endorsed if necessary, to the Financial Adviser, Military Finance, for communication to the M.A.G. and to Cs.M.A. : the branch of the staff concerned will convey such orders to the headquarters of subordinate formations. Similarly, correspondence from formations directly subordinate to A.H.Q. will be addressed to the head of the branch at A.H.Q. concerned who will dispose of the matter under the orders of H.E. the C.-in-C. or will refer the case for the decision of the G. of I.

759. Official channel.—The authorized channel of official correspondence from a regimental officer is through the adjutant, and from the unit commander through the station, brigade and district commander ; purely departmental matters will be sent direct to the departmental officer concerned. The O. C. a detachment will forward all correspondence through the unit commander unless it refers to matters of purely local concern, in which case copies will be furnished to the unit commander.

760. Disposal of correspondence.—In order to expedite the receipt and disposal of correspondence, letters, etc., affecting more than one headquarters in the ch in of command will be dealt with by the issuing authority as follows:—

(*a*) Orders will be addressed to the senior formation in the chain of command, copies being sent direct to lower formations when such orders are applicable to them. It will be unnecessary for senior formations to reiterate such orders and instructions unless local circumstances demand some amplification of them.

(*b*) Important matters requiring the opinion of junior formations will similarly be addressed to the senior formation in the chain of command, copies being endorsed to junior formations. On receipt of these, the latter will submit their opinions to the next senior formation without waiting for further instructions.

(*c*) In order that there may be no doubt as to whether letters such as those referred to in the preceding paragraphs require action by formations junior to the addressees, the endorsement at the end of the letter will specify whether the copies are for information or for action.

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(*d*) Normally the addressee alone will reply to the issuing authority and each headquarters in the chain of command will consolidate the reports received from the formation or unit next below it.

(*e*) Routine matters which do not require an expression of opinion and concerning which it is unnecessary for intermediate authorities to be informed, will be addressed by the issuing authority direct to the authority capable of dealing with the case or providing the information required. In these cases the addressee will reply direct to the issuing authority. This procedure is designed to expedite the disposal of business but care will be taken that it is only taken advantage of in cases of purely routine nature.

(*f*) Cases referred for decision to higher authority will be represented in a self-contained letter, with the omission of all extraneous matter, and the attachment of only such other documents as are essential to a decision in the case. A.-48396 (A. G.-11).

761. Return of correspondence.—Transmitting authorities will not request the return of ordinary correspondence unless the original document is needed for some special reason. If a copy will serve the purpose, it will be prepared beforehand by the authority requiring it.

762. Important correspondence.—Correspondence on matters of primary importance which affect more than one command, involve a principle, or necessitate an alteration of regulations, are to be submitted to A. H. Q. for the decision of H. E. the C.-in-C.

763. Correspondence with high officials.—In no circumstances will officers address the Governor-General, a Governor, H. E. the C.-in-C. or any G.O.C.-in-C. except through the authorised channel; officers are forbidden to visit higher commands on regimental or personal matters unless previous sanction in writing has been obtained from their immediate superior.

764. Furlough pay allowances, pension and gratuity questions.— Statements of service for furlough or pension will be obtained direct from the audit officer concerned. A-40200 (A. G.-10).

Questions which involve financial or accounts considerations or the interpretation of regulations and other government orders concerning pay, allowances, pensions and gratuities, when referred to A. H. Q. or the G. of I., will be submitted through the C. M. A. concerned.

Representations of the nature referred to will ordinarily be submitted in the form of a self-contained letter or memorandum, accompanied, when necessary, by any documents (such as appeals, sheet rolls, or other documents of a personal nature) which are required to elucidate the point under discussion. Correspondence between lower formations will only be attached when absolutely necessary to support a statement which it is desired to establish.

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In forwarding cases to A. H. Q. or the G. of I. for a ruling or for consideration, the forwarding officer must express an opinion on the question at issue even though the audit officer concerned has ruled that the claim is inadmissible. The rules for the disposal of an appeal against the decision of an audit officer are contained in paragraph 375.

A-40200 (A. G.-10). Every reference to A. H. Q. or the G. of I. will be accompanied by a report from the controller concerned when the nature of the question under reference indicates that such a report is required.

765. Departmental correspondence.—Correspondence between heads of administrative services and departments at A. H. Q., commands H. Q., and local heads of departments in districts, brigades and stations will be confined to purely technical or departmental matters.

A staff officer alone is authorized to transmit the opinion or instructions of his commander to higher or lower combatant formation or units.

766. Army List and estates.—Correspondence connected with the Indian Army List or the estates of deceased officers and w. os. will be addressed to the Secretary, G. of I., in the Army Dept. direct.

767. Correspondence with civil authorities.—The following procedure will be adhered to when addressing provincial governments and administrations :—

By commands.—G. Os. C.-in-C., brigadiers or depy. adjutant and quartermasters general will address—

(*a*) Secretaries to provincial governments,

(*b*) Secretaries to 1st class residents and secretaries to agents to the Governor-General,

(*c*) other political officers,

direct.

By districts.—G. Os. C. alone will address the officials mentioned in (*a*), (*b*) and (*c*).

Whenever any matter affecting the civil administration is under consideration by the G. O. C.-in-C. of a command, or the G. O. C., Burma district, which is likely to involve a reference to Army Headquarters the G. O. C.-in-C. of the command or the G. O. C., Burma district, will, in the first instance, obtain from the local government or administration such views or information as they may have on the matter, so that Army Headquarters may, from the first, be in possession of the views of both the civil and the military authorities on the subject.

768. Correspondence with Indian states.—All correspondence with Indian states will be conducted through the political officers concerned.

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769. Correspondence with business firms.—An officer will not correspond in his official capacity with a private company, inventor or manufacturer in the U. K. Should an officer require information from such individuals he will apply through the usual channel and his application will be forwarded to the G. of I. An indenting officer in India may, however, correspond direct with Director-General, India Stores Dept. or the High Commissioner for India, on matters of detail connected with the supply of stores, correspondence being limited to giving or asking for information regarding such entries in indents as do not require a reference to the G. of I. or the Secretary of State.

770. Block capitals, figures, and erasures.—Names of individuals and places will be entered in block capitals. Figures will also be expressed in words. When the use of vernacular terms is necessary, the English equivalent will be given. Erasures and corrections will be initialled by the officer signing the letter. In the case of return, if erasures are made, the initials of the officers signing it are required on the final total only.

2. POSTAL AND TELEGRAPHIC INSTRUCTIONS.

771. Soldiers' letters.—The rules relating to the transmission of soldiers' letters and the sale of British postal orders will be found in the Indian Postal Guide, and those relating to post offices in the field, in the Postal Manual, War.

772. Letters of Indian ranks on service.—The private correspondence of Indian officers, warrant officers, soldiers and public followers of the I. A. on foreign and colonial service, and when serving at Aden, will be prepaid and the cost will be recovered monthly.

773. Postal concessions.—Free postage to India, the U. K., and its dependencies, is an integral part of full field service concessions when the latter are declared admissible for operations overseas or on the frontier of India.

In any case in which the postal concessions would fall on other than Indian revenues it will be subject to the consent of the postal administration concerned.

774. Service labels.—Service labels and postcards will be obtained as required on indent (I. A. F. Z-2094) from the nearest treasury officer, and a detailed account of their expenditure will be kept in I. A. F. Z-2006 (I. A. F. O-1636, in the case of ordnance establishments) which will be balanced and countersigned monthly. Such labels and postcards will only be used for official correspondence; this includes letters sent by government officers in their official capacity in reply to communications received from private individuals or associations. I. A. F. Z-2007. 14679-M. G. 6-B (i).

774-A. Registration of covers.—Inland official correspondence will be prepaid by service labels, the covers being superscribed A 30640 (A G.-11).

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"O. H. M. S." and franked by the despatching office. Overland official respondence except to the War Office, India Office or Chelsea Hospital will be similarly dealt with. Covers will not be registered unless they contain medals or important correspondence.

775. Framing of messages and telegrams.—The instructions regarding the writing of messages contained in F. S. Regs. will be adhered to except in as far as necessitated by the difference in the forms used. When a telegram is despatched from a telegraph office which is not situated near the sender's station, the place and, if necessary, the date of despatch will be entered after the sender's name or designation. The number of the message or the combination of letters and numbers given at the beginning of the text shall not exceed six figures or six letters and figures.

776. Telegrams.—Telegrams are not to be sent unless the saving of time thereby effected is of importance to the public service. Express telegrams are only to be used in very urgent cases. A list of abbreviated telegraphic addresses will be found in the "Book of public and state abbreviated addresses" published by the Indian Telegraph Department and in the Indian Army List. In urgent cases, or from places where there is no government telegraph office, state telegrams may be despatched from railway offices. State telegrams will in no circumstances be used for personal matters. Private telegrams in connection with official matters are forbidden except on occasions of real urgency and if so used, replies, if required, shall always be prepaid.

The right to send a reply as a state telegram is established by the production of the original state telegram.

Officers to whom authority has been delegated to despatch "clear the line" and "priority" telegrams within Indian limits are specified in Appendix IV. Foreign state telegrams (except to Ceylon) will only be sent by the officers authorized to do so by the G. of I. in the telegraph guide. The designation of these officers is given in the Postal and Telegraph Guide.

777. Wireless instructions.—The following instructions are issued to insure the safety of official messages which it may from time to time be necessary to send by civil wireless stations:—

(i) Except when taken over by the military authorities at times of emergency, civil wireless stations form part of the civil telegraph system of the country and re-transmit all messages exactly as received whether by wireless or land line. They neither encipher nor decipher such messages.

(ii) In any case in which it may be undesirable for an official (*i.e.*, "state") telegram to be transmitted by wireless, the telegram will be franked "not by wireless" by the originator. No telegram so franked will be transmitted by radio under any

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circumstances, without reference to the originator. It must be clearly understood, that all telegrams not so franked are liable to be transmitted either by radio or by land line, entirely in accordance with the directions of the telegraph authorities.

(iii) Except where no separate telegraph office exists, civil wireless stations neither accept nor deliver telegrams to and from the public, and official telegrams will not be handed in to such wireless stations except in cases of emergency, when the emergency will be certified by a responsible officer.

777-B. The regulations governing the erection, maintenance and working of wireless sets in military (regular and non-regular) units in British India are contained in Appendix XIX. 15259-II (G. S. M. O. I.)

3. ORDERS AND DOCUMENTS.

778. General.—Rules regarding the issue and promulgation of orders are contained in the K. R. An order may be cancelled by the authority who issued it, but no portion of an order may be erased from an order book without the sanction of superior authority.

779. Issue of orders.—Orders and instructions to subordinate formations and to fighting troops in connection with the administrative services and departments will be issued only by the branch of the staff concerned.

780. Preparation of orders.—Orders, other than those issued at manœuvres or in the field, will be arranged in two classes, *viz.* :—

General staff orders.

Orders relating to administration.

(i) The orders comprised under each class will be divided into numbered paragraphs, each dealing with a separate subject, but the numbering for both classes combined will be consecutive throughout the year.

Each order will be prepared by the staff officer or head of service or department concerned, and, in the latter case, will be passed to the branch concerned for issue.

(ii) Orders will usually be embodied under one heading containing the number of the order, the command or force to which the order refers and the date and place of issue, *e.g.*

Peshawar District Order No. 28.

Peshawar,
25th August 1922.

General staff orders will be signed by the senior general staff officer or, in his absence by the next senior or if there is no next senior, by a staff officer not belonging to the general staff who for the time being the G. O. C. may empower to sign general staff orders. Orders relating to administration will be signed by the senior staff officer belonging either to the adjutant-general's or quartermaster-general's branch.

A staff officer signing orders will add to his signature his rank and if he is the senior staff officer of a branch issuing the order, the title of his appointment.

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A junior staff officer signing an order will sign "for" the senior staff officer of his branch.

Thus :—

_____ Brigadier, General Staff.

_____ Major,
for Brigadier, General Staff.

_____ Lieut.-Colonel
A. A. & Q. M. G., Peshawar District.

_____ Captain,
for A. A. & Q. M. G., Peshawar District.

781. Date orders have effect.—Orders of the G. of I. take effect from the date they bear unless otherwise specified. Royal Warrants and War Office orders, where they affect existing Indian rules and regulations, will not be acted upon until their application to India has been sanctioned by the G. of I. when, if no special date is assigned, they will take effect from the date they bear, provided the republication in India takes place within six months of that date ; otherwise from the actual date of republication in India. With effect from the 6th August 1925 and subject to specific orders to the contrary, executive orders of the Secretary of State take effect from the date of issue of the India Office despatch, letter or telegram in which the sanction is conveyed, and statutory rules from the date on which they are passed. A sanction accorded by the Secretary of State, in the absence of any indication to the contrary in the order itself, will only be held to lapse if and when it is superseded by an order of a later date. All expenditure involved will be dealt with accordingly.

B.-471 (A.G. 13).

782. Secret Documents.—(*a*) Secret and confidential books, pamphlets, documents and maps are issued direct to districts and independent brigades for distribution to lower formations within the district or brigade. Copies of such books or documents are sent to commands, for information, with distribution lists shewing the officials under them who have received copies. Other military officers and officials not under the district or brigade will receive documents direct from the issuing authority. All officers and officials will be held personally responsible for the safe custody of all secret documents and maps issued to them, whether they retain such documents themselves or entrust them to other persons.

G. S. 24500 (M. O. 3 Books).

G.S.-26853 (M.O.-3 Books).

(*b*) Brigade commanders and other military officers who receive secret documents and maps from district headquarters will forward to that authority on the 1st June annually, a list of all secret documents on charge made out on A. F. A-24, with the certificate thereon duly completed. District and independent brigade headquarters will forward to the Chief of the General Staff on the 1st July annually,

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a consolidated return on A. F. A-24 for the secret documents on their charge and on that of the formations under their command.

(*c*) All other military officers and officials not under the command of district or independent brigade commanders will render to the Chief of the General Staff on the 1st June annually, a list of such documents made out on A. F. A.-24 with the certificate thereon duly completed.

(*d*) When an officer in charge of secret or confidential documents is relieved of his appointments, such documents will be formally handed over to his successor, handing over and taking over receipts being exchanged. A. F's. A-24 may be used for this purpose. Any deficiency is at once to be reported to the Chief of the General Staff through the issuing authority, together with the explanation of the officer responsible for the missing document or documents.

(*e*) All correspondence of a secret or confidential nature, and all correspondence referring to secret or confidential documents, or maps or correspondence in which it is necessary to disclose either (*a*) the title of the documents or map (as distinguished from its official number and date) or (*b*) the fact that it is "secret" or "confidential" or (*c*) the nature of its contents will be marked "secret" or "confidential" in the case of letters, or sent in cipher in the case of telegrams. A. D. Case 26793.

(*f*) When sent through the post, letters or packets containing secret documents or maps must in all cases be registered and insured with acknowledgment due, *vide* clause 114, Postal and Telegraph Guide, and an official acknowledgment will invariably be requested. Those of a confidential nature will be registered and an official acknowledgment requested.

(*g*) Secret and confidential documents shall be enclosed in double covers, the outer of which will be cloth lined, and inscribed with the address only; special attention will be paid in all despatching offices that such covers are securely fastened and sealed. The inner cover only will be marked "secret" or "confidential" with the number of the letter or document at the top left hand corner.

(*h*) The formal receipt or official acknowledgment of the receipt of every secret or confidential document or map will be rendered to the sender by return of post or as soon after receipt as possible. This does not absolve the sender from responsibility for instituting enquiries, if necessary by telegraph, if the postal receipt or official acknowledgment is not received within a reasonable period.

(*i*) The inner covers containing correspondence of a secret or confidential nature addressed to civil officials will be marked "secret (or confidential) and personal" and the designation of the addressee will be followed by the words "or the officer officiating". The number of the letter or document should be entered at the top left hand corner. A.-38635 (A. G.-11). G. S. 26853 (M. O.-3 Books).

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783. Preparation of secret documents.—No secret documents on any of the following subjects will be prepared without the sanction of the authority mentioned below, who will keep a register of documents prepared under his orders:—

Intelligence, mobilization and plans of offence and defence	C. G. S.
Defences, class 1 and minefields	C. G. S. as regards policy, Q. M. G. as regards buildings.
Fire charts	C. G. S.
Ordnance works; factories and inspection section under M. G. O.	M. G. O.
Arsenals and depots	Q. M. G.

[G. S. 24500 (M. O. 3 Books).

The term "secret document" means a book, or printed memorandum other than correspondence—and duplicate thereof—classified as "secret".

784. Publishing official documents.—Publishing official documents or communicating their contents verbally or in writing or using them for any private purpose without authority, will be treated as a breach of trust.

785. Reference to operations.—When military operations are contemplated or in actual progress, it is forbidden to make public information with reference to any matter connected with the operations. The contents of documents are only to be communicated to those whom it is necessary to inform in the interests of the public service. Orders for mobilization, the despatch of reinforcements, transport, supplies, etc., will be treated as secret [see the Indian Official Secrets Act No. XV of 1889 as amended by the Indian Secrets (Amendment) Act of 1904].

786. Destruction of documents, books and records, etc.—The instructions contained in the K. R., regarding the destruction of official documents and books in staff and regimental offices are applicable to India. Attention is invited to the publications mentioned in para. 800. Departmental records will be destroyed under the orders of the head of department concerned but contract deeds (and correspondence connected therewith) will be retained for ten years after the period of their currency has expired.

4. REPORTS AND RETURNS.

787. Returns.—I.A.F. Z-2000 contains a list of reports and returns submitted by the Army in India and the channels to be followed; the regimental section gives those submitted by units, and the staff section those by staffs, services and departments. The reports and returns submitted only by one service or department are given in appendices to the books of regulations of each service or department.

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Attention is directed to the instructions on the forms themselves. Blank returns will not be rendered. No return is to be introduced without the personal sanction of the head of the branch at A. H. Q. concerned.

For reports rendered on field service see F. S. Regs.

788. Important occurrences.—A telegraphic report will be made by the commander on the spot as directed in I. A. F. Z-2000—

(*a*) On the occurrence of any serious breach of the shooting rules, or any act by a member (officer or soldier) of a shooting party resulting in injury to person or property.

(*b*) On the occurrence of any serious outrage or affray, in which any officer or soldier (British or Indian), or follower is concerned, or any serious breach of discipline. Incidents of this nature not considered serious will be reported by express letter. B.-2187 (A. G.-8).

(*c*) When any British officer is gravely injured. Supplementary reports will be sent if progress is unsatisfactory.

(*d*) When an Indian is injured by a soldier, and *vice versa* whether accidentally or otherwise.

(*e*) On the discovery of the loss of public money amounting to Rs. 1,000 or over, or public property to the value of Rs. 1,000 or over, whether the loss was due to neglect or any other cause.

No reports are required of—

(i) Disputes resulting merely in altercation.

(ii) Any necessary act performed in the discharge of duty.

(iii) Suicides or attempted suicides of soldiers, other than those prescribed in I. A. F. Z-2000 for deaths of soldiers.

(iv) Petty thefts, disturbances or dacoities in India.

789. Reports relating to appointments.—Reports will be submitted by letter to commands and districts, etc., copies being forwarded to the M. S., A. H. Q., in the case of changes, temporary or permanent, in the command of brigades and higher formations, and also in the case of staff appointments. 2564 (M. S.-1).

790. Deaths.—For reports regarding the deaths of officers and other ranks (British and Indian) including British reservists, the U. L. and I. M. D.—see I. A. F. Z-2000.

791. Abnormal desertions and deaths.—When an unusual number of deaths or desertions occur a special report is to be submitted with the monthly return. The report will state the causes and precautionary measures adopted to check the disease or deal with the desertions.

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792. Register of births, deaths, and marriages.—Register of births, deaths and marriages (A. B. 112—114) will be maintained as directed in the K. R., on behalf of all British service officers and soldiers and their families serving in India. Half-yearly extracts therefrom will be furnished to the Registrar General as laid down in I. A. F. Z-2000. In cases of individuals for whom local registers are not available, the officer under whom the individual is serving will notify on A. F. A-42-A, A-43-A or A-44-A, each birth, marriage or death, as it occurs, to the officer who maintains the registers in which such occurrences are to be recorded. Particulars affecting officers of the Indian Army, I. M. S., continuous service officers of the R. A. and R. E., departmental officers, departmental w. os. and their families, are not to be entered in these registers. Such occurrences amongst non-departmental warrant officers and n. c. os. on the U. L. will be reported in accordance with I. A. F. Z-2000.

793. Loss of arms and equipment.—Immediate reports of all cases of theft or loss of arms or ammunition as detailed below will be made as directed in I. A. F. Z-2000—

(*a*) Complete arms, including bored out muskets, carbines and fusils issued for sporting purposes, but excluding bayonets, swords, etc.

(*b*) Barrels.

(*c*) Bolts, L. M. or L. E.

(*d*) Machine gun locks Lewis machine gun bolts and bodies, and Hotchkiss machine gun blocks, breech.

(*e*) Explosives.

(*f*) Gun and trench mortar ammunition and bombs.

(*g*) Small arm ammunition, including ·22-in. ammunition and buckshot cartridges, in cases where more than five rounds are involved.

(*h*) Blank small arm ammunition, in cases where more than five hundred rounds are involved.

(*i*) Fired cartridge cases whether ball or blank, in cases, where more than five hundred fired cases are involved. For numbers which may be written-off, see Equipment Regulations, Part I, India, 1922.

(*j*) Grenades, hand or rifle.

62150 (Q. M. G.-5). A copy of the proceedings of the court of enquiry will be forwarded to the district commander.

793-A. With the exception of the clerical establishment of army and royal air force headquarters, India, all Indian personnel in superior Service, whether soldiers or civilians, employed in offices, corps units or other formations of the army and R. A. F. in clerical

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(including draughtsmen), storekeeping, victualling, or similar capacities (including overseers of grass farms, managers, supervisors, assistant supervisors and apprentices of dairy farms, and sub-divisional officers and sub-overseers of the M. E. services) must declare (I. A. F. Z-2056) before joining the service and thereafter, whenever they acquire additional land, the landed property of which they or their families are possessed, for communication to the local government.

5. BOOKS, FORMS AND STATIONERY.

794. General.—Attention is invited to the instructions in the K. R. under the headings "Army books, etc." "Instructions regarding army orders, standing orders and regimental orders and books, etc."

795. Military books and publications.—(*a*) In accordance with the authorized distribution list, non-confidential books and pamphlets are despatched by the Manager of Central Publication Branch, India, Calcutta, to district commanders and other controlling officers for redistribution to all concerned. Units who require these publications in excess of the scale laid down in the distribution list or for past issues will submit indents through the prescribed channels. These indents will clearly state the reasons for which the publications are required and whether correction slips are to be supplied.

(*b*) Acts of the Governor General in Council and other publications of the legislative department are civil publications and are issued to military officers who are paid from army estimates on payment in cash or by cheque. Requisitions for such publications may be made direct to the Manager, Central Publication Branch, India, Calcutta. Heads of branches at A. H. Q. may also obtain these publications direct from the same officer. A. D. Case No. 34884-F.

(*c*) Applications for free issues of books and pamphlets are to be submitted through the prescribed channels as follows:—

(i) War Office publications other than those stocked in the Govt. of India, Central Publication Branch, Calcutta, War Office monthly Army List and Air Force List—to the Secretary to the G. of I. in the Army Dept. or the Financial Adviser, Military Finance, for officers subordinate to each.

(ii) Army Instructions (India), Army Department Extracts from the "Gazette of India," the Indian Army List and Supplement—to the Secretary to the Government of India in the Army Department.

(iii) India Army Budget Estimate—to the C. M. A. concerned.

(iv) India Army Orders and Amendments to Regulations, Books and Forms—to the Adjutant General in India. A. 35992 (A. G.-XI).

(v) Royal Air Force Instructions (India) and Royal Air Force Orders (India)—to the Air Officer Commanding, Royal Air Force in India.

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(vi) Other official publications if not stocked by the Manager of Central Publication Branch, India, will be obtained from the branch at A. H. Q. dealing with the subject.

(*d*) Non-official publications, including newspapers and periodicals, required for the public service will be obtained on payment within the budget limits under the authority of H. E. the C.-in-C., heads of branches of A. H. Q. G. Os. C.-in-C., district and brigade commanders, the commandant, staff college, Quetta, and Cs. M. A.

B.-7617
(A. G.-XI).

Cs. M. A. are authorized to obtain official publications of civil departments of the G. of I. for their own use and for officers subordinate to them.

796. Military Forms.—(*a*) Army or India army books or forms will be printed or modified only under the authority of the Secretary to the G. of I. in the Army Dept. and will only be obtained through the prescribed officer on the authorized indent forms I. A. F. Z-2002, I. A. F. Z-2002-A and I. A. F. Z-2002-B. (See I. A. F. Z-2001, from the Dy. Controller of Forms, Forms Stores, Calcutta.)

The strictest economy in the use of forms will be exercised by all concerned.

(*b*) A complete set of the latest reprint of the forms in use in each office will be kept in a guard book for reference. An annual account of numbers used will be recorded.

(*c*) District commanders will arrange that the forms in offices of all formations and units are checked periodically (at least once annually), with a view to ensuring that the formation concerned is exercising control and that the rules for the supply of forms are being complied with.

797. Supply of stationery.—(*a*) Officers who draw office allowance will obtain stationery on payment indent, at the time specified in the stationery rules, from the Controller of Printing and Stationery. For limitation of indents and mode of payment by officers, attention is invited to the stationery rules.

Price lists may be obtained from the Controller of Printing and Stationery.

(*b*) Officers who do not draw office allowance will obtain free stationery through the district headquarters or other controlling authority annually in the same manner as laid down for forms in I. A. F. Z-2001 using the stationery indent form. The strictest economy in the use of stationery is to be exercised. (See stationery rules.)

Indents for the supply of books, materials and stationery for British army schools, will be submitted by unit commanders in accordance with para. 34 of the " Handbook of Instructions for British Army Schools in India " and I. A. F. Z-2000. Indian army schools will purchase their school materials out of the capitation grant.

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798. Substitution of I. A. books and forms for army books and forms.—Indian army books and forms instead of army books and forms will be used as regards clothing, equipment and supplies, and I. A. Fs. Z-2006, 2007 and 2147 instead of A. Bs. 193, 97 and 92.

799. Units leaving the Indian Establishment.—Before the commencement of each trooping season an I. A. O. will be issued showing how the Indian regulations and orders (see para. 800-A) of British units leaving the Indian establishment will be disposed of. A-26816 (A. G.-II).

Before its departure the Indian regulations, etc., of each unit concerned will be corrected to date, surveyed (see I. A. F. Y-1937) under the orders of the station commander by a responsible officer, not below the rank of captain with a total of ten years' service, and handed over to the station commander, who will either issue them to a relieving unit or return them to the Manager, Central Publication Branch, Calcutta, as indicated in the India Army Order.

799-A. Units joining the Indian establishment.—British units joining the Indian establishment will take over Indian regulations, etc., as laid down in paragraph 799 except those arriving in India extra to the establishment or to which the regulations of no relieved unit will be handed over. A-38635 (A. G.-XI).

In these cases the station commander to whose command the unit is posted will submit to the Manager, Central Publication Branch, Calcutta, to reach him three months before it is due to arrive at the port of disembarkation an indent for the necessary regulations, etc., and amendments thereto, with instructions as to how and where the supply should be sent.

For every British unit joining the Indian establishment the station commander concerned will submit a supplementary indent in the manner prescribed above to the Deputy Controller, Forms (Form-stores), Calcutta, for a three months' preliminary supply of forms, the indent to be clearly so marked.

800. Binding, retention and destruction of orders.—The following publications will be retained in extemporised covers by units and offices to which issues are made; they will be destroyed in the sixth year of issue :—

Extracts from the "Gazette of India."

Army Instructions (India).

Army Council Instructions.

Army Orders.

India Army Orders.

Command Orders.

District Orders.

For purposes of reference, higher formations may retain the above publications for longer periods. These publications will be bound

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in accordance with the orders of the G. O. C.-in-C. who will exercise his discretion in the matter as to the number to be bound and the quality of the binding.

A.-16179 (A. G.-XI). **800-A. List of books and regulations maintained by units.**—The books and regulations to be maintained by units are shown in Appendix XLII. Books and regulations pertaining solely to a particular department or force which are to be maintained by units of that department or force are shown in the regulations concerned.

3778-Q.-9. **801. Regimental books.**—Unit commanders of Indian corps (except I. A. O. C.) or departments are responsible that the following books and documents are maintained. They will examine them periodically and produce them when required for inspections. Inspecting officers will compare the crime reports with the entries in the sheet rolls.

(i) **Adjutant's office.**

1. Regimental order book. I. A. F. Z-2066.
2. Record of officers' services. I. A. F. Z-2041.
3. Character roll of I. Os. and N. C. Os. except for Indian Officers of the I. M. D. I. A. F. D-903.

A.-43088 (A. G.-8).

4. Crime reports. I. A. F. D-901.
5. Court-martial book. I. A. F. D-904.
6. Digest of services of the corps.
7. Present state book. I. A. F. Y-1914.
8. Register of furloughs for Indian officers, drummers and buglers I. A. F. L-1183.

20925 (G. S. M. T.-2).

9. Register of documents and stamp accounts. I. A. F. Z-2006.
10. Training grant account.
11. Educational training grant account.

26668 (M. T.-1).

12. Register of secret and confidential documents.

(ii) **Quartermaster's office.**

1. Daily expenditure of ammunition. I. A. F. G-1088.
2. Register of horses. I. A. F. Z-2147.
3. Cash accounts—
   (*a*) Lead and cartridge fund.
   (*b*) Line contingent fund.
   (*c*) General cash account.

32772 (Q. M. G.-10).

4. Ledgers—
   (*a*) Clothing ledger.
   (*b*) Ordnance equipment ledger.
   (*c*) Cancelled.
   (*d*) Station store ledger.

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5. Ammunition return.
6. Ration return.
7. Forage return and muster rolls.
8. Register of railway warrants.

(iii) Miscellaneous books.

43490 (Q. M. G.-2-D).

1. Mess accounts.
2. Band accounts.
3. Regimental accounts section.
4. Accounts of regimental funds.

(iv) Squadron or company books.

1. Sheet rolls, I. A. F. K-1155.
2. Register of furlough, I. A. F. L-1183.
3. Register of horses (mounted units).
4. Squadron or company cash account.
5. Pay and mess books.
6. Non-effectives' accounts (showing separately desertions and deceased estates).
7. Permanent advance register.
8. Cancelled.
9. Rifle register.
10. Register of private arms.
11. Ammunition account.

802. Regimental, battalion, or company order book.—The regimental or battalion order book (I. A. F. Z-2066) will be divided into Part I—temporary orders; and Part II—permanent orders, and will be kept in accordance w'th the K. R. A vernacular order book will be kept for each company.

803. Court-Martial book.—A portfolio will be kept containing a true copy, signed by the unit commander, of—

(i) every conviction by court-martial, every summary award under paragraph 233 (1) and every conviction by the civil power involving imprisonment exceeding seven days (I. A. F. D-904);

(ii) every declaration of a court of inquiry held under section 126 of the I. A. A.

804. Sheet roll entries.—The following entries will be made in red ink in the conduct sheet contained in the sheet roll which will be maintained for every person subject to the I. A. A.:—

(i) every award of forfeiture of seniority of rank (Indian officers and warrant officers only);

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(ii) every conviction by court-martial;

(iii) every conviction by a civil court, except when fine was the only punishment and the C. O. does not consider that a red ink entry should be made;

(iv) every case of reduction of a n. c. o. to a lower grade or to the ranks; for an offence but not for inefficiency;

(v) every case of deprivation of an appointment, or of lance or acting rank, for an offence but not for inefficiency;

(vi) every award of severe reprimand (Indian officers, warrant officers and n. c. os.);

(vii) every award of imprisonment;

(viii) every award of field punishment (on active service only);

(ix) every award of confinement to the lines exceeding fourteen days;

(x) every award of forfeiture of good service or good conduct pay;

(xi) every offence entailing forfeiture of pay and allowances except as in item (xii) below;

(xii) every case involving forfeiture of pay and allowances for absence without leave exceeding two days classified as an offence by the C. O.

The following entries will be made in black ink in the conduct sheet—

(i) any punishment not included in the above;

(ii) a conviction of a civil court when fine was the only punishment and the C. O. does not consider that a red ink entry should be made;

(iii) every case involving forfeiture of pay and allowances for absence without leave not exceeding two days classified as an offence by the C. O.

The mode of recording entries is laid down in the K. R. Imprisonment with solitary confinement will be represented by "Impr. s.c." transportation by "Trans." Imprisonment awarded by unit commander will be entered in days. The conduct sheets of permanent departmental followers will be similarly kept up.

6. RECORDS.

805. General.—An officer giving over charge will give such information confidentially as may be useful to his successor regarding the character and qualifications of those under his command, and other matters connected with his charge.

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806. Records of service.—Records of service of officers and men of the I. A. and persons belonging to the Indian service will be kept as follows :—

Individual.	Form.	No. of copies.	REMARKS.
All officers of the I.A. . .	I.A.F.Z-2041	1	*Note 1.*—These records of service will be prepared on appointment, engagement or enrolment, except in the case of I.M.S. officers and officers of the U. L. attached to British units whose record will be prepared on arrival in India.
Officers of the I.A.O.C. . .	Ditto	1	
Officers of the I.M.S. . .	Ditto	3	
Officers of the auxiliary force .	A.F.B-199	1	
Departmental officers and other ranks of the U. L.	I.A.F.U-1744	1*	*Note 2.*—For annual additions return will be submitted in accordance with I.A.F. Z-2000 on the 1st January.
Officers and other ranks of the L.M.D.	I.A.F.M-1193	1	*Note 3.*—Officers in permanent civil employ and those not on the effective list of the I.A. will submit corrections as they occur.
Indian combatants . . .	I.A.F.K-1155	2	
Civilian employed and followers pensionable under civil rules.	Service book	1	*Note 4.*—In the case of I.A.S.C. I. A. F. U-1744 will be maintained in duplicate, the original by Officer-in-Charge I.A.S. C. Records and the duplicate copy by the O. C. unit in which the departmental officer or B. O. R. is serving. 29011 (Q. M. G.-11).
Permanent non-combatant personnel serving under military rules.	I.A.F.K-1156	2	B.-2372 (A. G.-6).
Temporary followers serving under military rules.	I.A.F.K-1157	1	
			Note 5.—I. A. F. Z-2041 and I. A. F. Z-2042 will be maintained in duplicate in respect of I. A. S. C. officers. The original and duplicate copies will be kept by officers commanding units and the director, supply and transport, respectively. 65649 (Q. M. G.-5).

807. R. E. soldiers.—The original attestations of R. E. soldier serving in India are kept by the officer in charge R. E. records at Chatham.

Duplicate attestation papers and documents retained therewith are maintained by officers commanding detachments of "H" Company R. E. as detailed in the R. E. Corps Memoranda (India).

808. Royal corps of signals.—The original attestation papers of soldiers serving in India is kept by the officer in charge records at Chatham. The duplicate attestation paper is maintained by the Commandant Signal Training Centre (India). A copy of the duplicate attestation paper, regimental conduct sheet and remaining regimental documents are maintained by the unit commander.

A.-11784 (A. G.-6).

809. Indian soldiers.—The service of each soldier will be recorded on his original sheet roll and record sheet roll. The original sheet roll will be kept by the officer in charge of records, who will be furnished with information for keeping these records completed and up to date. This information will be furnished in Part II of orders.

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On enrolment of the recruit the record sheet roll will be sent to the O. C. of the recruit, and will, except on active service, invariably accompany the unit; when on active service it will be kept by O. C. records.

On a soldier's final discharge the officer in charge of records will, as soon as he receives the record copy of the sheet roll, carefully check it with the original and rectify any discrepancies. The original will
A.-11784 (A. G.-6). then be handed over to the man or forwarded to him direct by the officer in charge of records; the record copy being retained for a period of 25 years.

B. 2371 (A. G.-6). The officers-in-charge of records of the various units, corps or departments are the respective officers mentioned in column 3 of the table subjoined to paragraph 810 following. All correspondence and returns intended for the officer-in-charge, records, will with a view to expeditious disposal, be addressed to 'The officer-in-charge, records' of the unit, corps or department concerned, instead of to 'The officer commanding'.

B.-4113 (A. G.-6). NOTE.—In the case of transfrontier personnel, who are due for final discharge their record copy of sheet rolls, will, in all cases where possible, be sent by the O. C., active battalion to the O. i-c., records for check, with the original sheet roll at least two clear months before the man is due for discharge. The check will be carried out as expeditiously as possible after which both copies of the sheet roll will be sent to O. C., active battalion. On final discharge, the original sheet roll will be handed over to the man by the O. C., active battalion, who will return the record copy of the sheet roll to the O. i-c. records for custody. Any entries that have to be made during the period both sheet rolls are with the O. C., active battalion will be made by the O. C., active battalion, on both the sheet rolls.

A.-45038 (A. G.-6.-D). **810. Regimental numbers.**—A soldier of the Indian army when posted or transferred to a corps will receive a regimental number in that corps. This number once allotted will not be changed or modified in any way so long as he remains in the corps, whether with the colours or in the reserve. If he is transferred, discharged, deserts or dies, the number will not be given to any other soldier. In all documents relating to a soldier the regimental number will precede the name.

The series of number to be used by various units and corps are set forth in the statement below:—

Branch of Service.	Series.	Allotted by
Indian Cavalry group—		
1st regiment	1 to 4999	O. C. regiment.
2nd regiment	5001 to 9999	O. C. regiment.
3rd regiment	10001 to 14999	O. C. regiment.
Royal artillery	1 to 99999	O. C. R. A. Training Centre, Muttra.

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B.-2710 (A. G.-6).

Branch of service.	Series.	Allotted by
Light and mountain artillery . . .	1 to 99999	O. C. mountain Artillery Training Centre, Lucknow.
Sapper and Miner Corps	1 to 19999	Comdt. corps.
4th Burma Sappers and Miners . . .	1 to 2999	Comdt. corps.
Indian Signal Corps	1 to 9999	Comdt. Signal Training Centre India Jubbulpore.
Indian Infantry and Pioneer regiments .	1 to 99999	O. C. training battalion.
1st Battalion, 4th Hazara Pioneers . .	1 to 4999	O. C. battalion.
Gurkha regiments—		
1st battalion	1 to 4999	O. C. battalion or depot.
2nd battalion	5001 to 9999	O. C. battalion.
Indian combatants, British infantry battalions	1 to 9999	Officer i/c Records Indian combatants British infantry battalions.
Indian Educational Corps . . .	1 to 2999	Ahmednagar.

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Branch of Service.	Series.			Allotted by	Remarks.
	For men enrolled in peace.		For men enrolled on mobilization.		
	Old blocks from which no further numbers are to be allotted.	Current blocks.			
INDIAN ARMY SERVICE CORPS.					
(*a*) Supply followers . . . . affiliated to the I. A. S. C. Record Office.	....	S. / 1 to S. / 18,000	S. / 730,001 to S. / 760,000	Officer-in-charge Indian Army Service Corps Records, Dagshai.	
(*b*) Clerks, storekeepers and checkers (except Mechanical Transport storekeepers). . . . . affiliated to the I. A. S. C. Record Office.	S. R. / 18,001 to S. R. / 21,000	S. R. / 120,001 to S. R. / 170,000	S. R. / 760,001 to S. R. / 780,000	Ditto.	
(*c*) Drivers, artificers and followers of Animal Transport units—					
(*i*) Affiliated to "B" Transport Depot.	T. B. / 41,001 to T. B. / 57,000	* / 170,001 to * / 500,000	* / 780,001 to * / 880,000	Ditto.	* The prefix letters for these numbers are as under :— (*i*) For men enrolled in units affiliated to "B" Transport Depot . . T. B. (*ii*) For men enrolled in units affiliated
(*ii*) Affiliated to "C" Transport Depot.	T. C. / 57,001 to T. C. / 73,000				
(*iii*) Silladar Camel Corps.	T. D. / 73,001 to T. D. / 83,000				
(*iv*) Government Camel Corps.	T. D. / 83,001 to T. D. / 96,000				

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							to "C" Transport Depot . . T. C. (iii) For men enrolled in Camel Transport Companies . . . T. D.
(d) Drivers, artificers and followers of Mechanical Transport units (affiliated to the Mechanical Transport Depot)—							
(i) Driver establishment	M. T. 98,001 to M. T. 108,000	M. T. 50,001 to M. T. 580,000	M. T. 580,001 to M. T. 630,000	Ditto.			These prefix letters, and not the numbers, will be changed in the case of transfers within the Animal Transport Branch.
(ii) Artificer establishment.	M. T. 108,001 to M. T. 114,000						
(iii) Follower establishment.	M. T. 114,001 to M. T. 119,000						
(e) (i) Mechanical Transport clerks and storekeepers, affiliated to the I. A. S. C. Record Office.	M. T. 119,001 to M. T. 120,000	....	....	....			
(ii) Mechanical Transport storekeepers affiliated to the I. A. S. C. Record Office.	....	M. T. 680,001 to M. T. 700,000	M. T. 930,001 to M. T. 940,000	Ditto.			

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Branch of Service.	Series.			Allotted by	Remarks.
	For men enrolled in peace		For men enrolled on mobilization.		
	Old blocks from which no further numbers are to be allotted.	Current blocks.			
INDIAN ARMY SERVICE CORPS—*contd.*					
(f) Indian Supplementary Reservists—					
(i) Supply	....	S. 700,001 to S. 710,000	....	Officer-in-charge Indian Army Service Corps Records, Dagshai.	
(ii) Animal Transport .	....	* 710,001 to * 720,000	....	Ditto .	* The prefix letters for these numbers are as under :— (i) For men enrolled in units affiliated to "B" Transport Depot . . . T. B. (ii) For men enrolled in units affiliated to "C" Transport Depot . . . T. C. (iii) For men enrolled in Camel Transport Companies . . T. D.
(iii) Mechanical Transport	....	M. T. 720,001 to M. T. 730,000	....	Ditto.	

47462 (Q. M. G.-5).

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Branch of service.	Series.	Allotted by
INDIAN ARMY ORDNANCE CORPS.	O. / 1 to O. / 10,000	Director of Equipment and Ordnance Stores.
INDIAN ARMY VETERINARY CORPS.	V. / 1 to V. / 4,999	Officer-in-charge, records, I. A. V. C.
REMOUNT DEPARTMENT . . .	R. / 1 to R. / 4,999	Superintendent, Remount Depot, Saharanpur.
Labour—		
Labour personnel (To be retruited on mobilization)—		
(*i*) Affiliated to Bombay Depot .	L. G. / 120,001 to L. G. / 140,000	O. C. Depot.
(*ii*) Affiliated to Karachi Depot .	L. H. / 140,001 to L. H. / 180,000	Ditto.
(*iii*) Affiliated to Lahore Depot .	L. J. / 180,001 to L. J. / 200,000	Ditto.
(*iv*) Affiliated to Quetta Depot . .	L. K. / 200,001 to L. K. / 220,000	Ditto.
"(*v*) Jail Labour Companies, which will mobilize at their respective jails and proceed direct to their theatres of operation :—		
No. 1 Jail Labour Coy. . .	J. C. / 1 to J. C. / 500	Officers in Peace charge of the Mobilization Schemes.
,, 2 ,, ,, ,, . .	J. C. / 501 to J. C. / 1000	
,, 3 ,, ,, ,, . .	J. C. / 1001 to J. C. / 1500	
,, 4 ,, ,, ,, . .	J. C. / 1501 to J. C. / 2000	
,, 22 ,, ,, ,, . .	J. C. / 2001 to J. C. / 2500	
,, 23 ,, ,, ,, . .	J. C. / 2501 to J. C. / 3000	
,, 11 ,, ,, ,, . .	J. C. / 3001 to J. C. / 3500	
,, 24 ,, ,, ,, . .	J. C. / 3501 to J. C. / 4000	
,, 25 ,, ,, ,, . .	J. C. / 4001 to J. C. / 45000	

A. 39652 (A. G.-6).

B.-6003-A.G.-6.

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Branch of service.	Series.	Allotted by
Labour—contd.		
Jail Labour Depot, which will deal with all reinforcements for all Jail Labour Companies.	J. D. 1 to J. D. 1000	O. C. Depot.
Corps of Indian Engineer—		
(*a*) Personnel for Engineer Units, other than Sapper and Miner, Survey, and Broad Gauge Railway Units. (To be recruited on mobilization).	E 1 to E 19,999	O. C. Engineer Base Depot, Lahore.

811. Civilian employees.—In the case of clerks, accountants, agents, store-keepers and all other civilian employees in like capacities, their record of foreign service will be pasted in their service books. Their agreement (I. A. F. Z-2055) the execution of which is a condition of entertainment except when employed at army headquarters or under the M. G. O. in factories and in the inspection sections, will be treated similarly.

812. Appreciation of services.—When an officer desires to place on record his appreciation of the services of any subordinate, he will enter his opinion in the persons' record of service. Personal and unrecorded certificates and testimonials are not to be granted.

The characters of persons subject to the I. A. A. will be recorded in accordance with the instructions in the K. R.

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CHAPTER XV.—GOVERNMENT STORES AND SUPPLIES—GENERAL PRINCIPLES, INDENTS, STORES, CASH AND FUNDS.

GENERAL PRINCIPLES.

813. It is incumbent on all individuals that government stores, supplies and cash shall be used as economically as possible and only in accordance with actual requirements, and that waste should be avoided. 8783 (Q. M. G.-4).

When it is necessary to draw up scales of issue, recommendations as to the scale of issue should ordinarily be drawn up by a committee composed of representatives of the supplying service, the users, the medical service if questions of health are involved, and the staff. The committee's reocmmendations will be submitted to the commander concerned who will be responsible for the final decision.

Such scales will be based on average actual requirements and will not be drawn in full by units, if the actual needs at the time can be met by a reduced scale of issue in the opinion of the officer commanding unit. If special conditions necessitate extra issues they will be made on the responsibility of the general officer commanding concerned in accordance with the rules laid down for the issues of extras.

Unit commanders are primarily responsible for seeing that there is no misuse or waste of animals, stores, supplies or cash, but the representatives of administrative services will also be responsible for bringing to the notice of the staff such misuse or waste of animals or material supplied by them as may come to their notice, or of wasteful methods in the system of their service. The staff are similarly responsible for the efficient and economic working of units and administrative services. All individuals from a commander downwards are responsible for the expenditure of money service or material being honestly and economically conducted in accordance with the regulations, and properly accounted for. In the event of failure in this respect the responsibility lies on the individual incurring the expenditure unless his advice as regards economy and regulation was expressly overruled by superior authority who then becomes responsible.

814. General.—Indenting officers are responsible that requirements are foreseen as far as possible, that indents are submitted on the date due, and that they are framed with economy and regard to the requirements of the service. An ordinary indent is one that is provided for by regulations; an emergent indent is one that is submitted for authorized stores on other than the prescribed dates, or for unauthorized stores.

An emergent indent is only to be submitted when stores are urgently required, and, in the case of authorized stores will be sub-

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mitted to the brigade or district commander for countersignature explaining why the indent was not submitted on the due date. In the case of unauthorized stores action will be taken under para. 816.

4222(Q.M. G.-9-A.). Indents will be signed by the indenting officer except as laid down in paragraph 23 (*vi*) of he Regulations for the Equipment of the Army (India), Part I.

815. Submission.—Indents will be submitted on the proper form in accordance with the prescribed nomenclature, and will contain all information necessary to facilitate compliance. Indents will not be returned for errors in nomenclature unless there is a doubt as to the stores required.

8052 (Q. M. G.-1). The responsibilities of the indenting and the supplying officers are as under:—

Indenting officer—

(*a*) he will indent only for authorised stores up to such amount as is really necessary within the authorised quantities having due regard to the economic interests of the service and any unused balances in hand. Indents will be complied with on his own personal responsibility.

(*b*) he is responsible for furnishing the supplying officer with correct data and will be liable for the value of over-issues, which will not be received back by the supplying department without the sanction of the district commander, and credit for their value will be at once enforced by the M. A. Department.

Supplying officer—

(*a*) that the class of stores is admissible by regulations;

(*b*) that the amount is correctly calculated in accordance with the data furnished on the indent.

NOTE.—The indenting officer is responsible for quantities of stores indented for on an "as required" basis, and the supplying officer will not be held responsible unless he fails to check a requisition for an obviously improperly large quantity of such stores.

A-36004 (A. G.-8). Indents submitted to an agent for government consignments for the despatch of government stores by sea will include the approximate valuation of the stores for statistical purposes. Indents for stores supplied annually will show the last dates on which such stores were indented for and the amount remaining on charge of the unit, which will be deducted from the authorized annual allowance.

8783 (Q.M. G.-4). **815-A. Delay in compliance.**—Indents will be complied with without delay, but, if delay is probable, the supplying officer will inform the indenting officer accordingly and will explain the reason. If the indenting officer considers that the delay will affect the efficiency of his unit, he will bring it to the notice of higher authority. Delays which appear unreasonable will be brought to notice at once

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816. Special issues of ordnance and clothing stores for temporary purposes.—The special issue of ordnance and clothing stores (except tentage), for temporary purposes, will be governed by the following rules:— 14772-M. G., 6-D. (I).

(i) *Non-Expendible stores.*—Provided that the stores are required for a definite military purpose (including military tournaments), and are available after allowing for normal known commitments, issues of stores, for temporary purposes may be sanctioned by district and independent brigade commanders under their financial powers. Where the stores are not available or are required for a non-military purpose, the district or independent brigade commander will refer the matter to army headquarters if he considers that the circumstances warrant it.

Indents for stores required for a temporary purpose will be submitted to the district or independent brigade commander through the chief ordnance officer concerned, accompanied by a statement showing the necessity for the issue. When stores are required on medical or veterinary grounds, the opinion of the highest local medical or veterinary authority will be obtained and forwarded with the indent. The chief ordnance officer will endorse on the indent whether the stores are available or not, referring to the Director of Ordnance Services, Army Headquarters, as may be necessary. In cases of urgency (such as an issue on medical grounds), the chief ordnance officer may agree to issue stores which cannot be regarded as available when known commitments are considered, an immediate report being submitted to the Director of Ordnance Services. Army Headquarters explaining the circumstances of the case.

If the district commander is satisfied that the stores are necessary and are required for a definite military purpose, he will countersign the indent and return it to the indenting officer for submission to the chief ordnance officer concerned, or refer the matter to Army Headquarters, as the case may be. In sanctioning the issue of stores for temporary purposes, the district or independent brigade commander will indicate on the indent the period for which the stores may be retained. This will not exceed three months, except for stores required for anti-malarial measures, which may be retained for six months on the recommendation of the medical authorities. In all other cases where stores are required for a period exceeding three months, the matter will be referred to Army Headquarters. Should any stores issued for temporary purposes not be returned to the Indian Army Ordnance Corps, at the termination of the sanctioned period, the chief ordnance officer or ordnance officer concerned will represent the matter

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to the district or independent brigade commander for disciplinary action against the officer commanding the formation. The cost of such stores when lost or returned in an unserviceable condition and the cost of repairing damaged stores will be dealt with by district or independent brigade commanders under their financial powers as laid down in Financial Regulations (India), Part I.

(*ii*) *Expendible stores.*—The special issue of expendible stores will be governed by the foregoing rules, but issues will be confined to units not affected by the repair allotment scheme. Special issues of expendible stores to supplement annual allowances in units not affected by the repair allotment scheme will normally be limited to one month's supply, *i.e.*, one-twelfth of the authorised scale laid down for the unit. When stores are recommended for issue by an ordnance mechanical engineer or a chief civil master armourer, a copy of the recommendation will accompany the demand.

District and independent brigade commanders will furnish a report to Army Headquarters through commands on the 1st of March and the 1st of September annually (to reach Army Headquarters by the 20th of the month), showing in detail the stores and the purposes for which sanctions were accorded by them during the previous six months. These reports will be accompanied by recommendations as to whether any of the stores involved should be included in the authorised scales of units.

817. Telegraphic demands.—Telegraphic demands may be made in cases of exceptional urgency, but an indent with a post copy of the telegram will follow through the prescribed channel.

U. O. No. 1704-5254, dated 31st July 1926. D. G. I. M. S.

818. Payment.—Payment indents will be submitted in accordance with instructions laid down in Equipment Regns., Part I, and A. R. I., Vol. XI, for ordnance and clothing stores, Supply and Transport Regulations, India, for I. A. S. C. stores and Regulations for the Medical Services of the Army in India, for medical stores.

819. Replacements in the field.—Field service indents for replenishment of stores will bear a certificate of the unit commander that the articles demanded are required to replace others worn out or expended. If replacement has become necessary owing to the wilfulness or neglect of an individual, it will be made at his expense.

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2. STORES.

830. Local supplies.—When stores are supplied locally, indenting officers will satisfy themselves at the time of delivery that both quantity and quality are correct. A difference of opinion will be referred to the station commander whose decision will be final.

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833. Surplus or obsolete.—Officers in charge of stores are to guard against the accumulation of such as are obsolete or surplus to the authorized proportions.

834. Disposal of repairable and condemned stores.—When stores in unit charge are repairable, they will, unless otherwise provided for, be repaired by regimental artificers. When stores considered unserviceable or beyond the power of the unit to repair are ordered to be returned to the department of supply, they will be departmentally surveyed. If the defects are due to fair wear and tear, they will be repaired or otherwise disposed of; if due to any other cause, the action prescribed in Financial Regns. for the Army in India for dealing with loss or damage will be followed. School books and materials will always be repaired regimentally. Deteriorated stocks of Indian Army Services Corp supplies in unit charge will, in consultation with the local supply authorities, be condemned under orders of the competent financial authority and disposed of under instructions from the Director of Contracts.

Q. M. G.'s Case 4479/ Q.-6.

835. Auctions and sales.—Due publicity will be given to every auction or sale. No individual of the department or unit concerned may bid for or buy any article in the sale. An officer of the department

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or unit will attend and he is empowered to stop the sale if he considers that fair prices are not being realised. Metals will be sold by weight, other articles will be sold by weight or numbers (not by bundles). No commission is admissible to a government servant who may be required to act as auctioneer.

836. Writing off losses.—Stores lost, damaged, destroyed or deficient will be written off on a loss statement in accordance with Financial Regns. for the Army in India. Stores including packing materials periodically condemned as worn out by fair wear and tear will be written off on I. A. F. Z-2096.

837.

838. Stock-taking.—Officers in charge of stores of every description are responsible for periodical stock-taking. The heads of departments concerned will ensure that stock is taken as often as necessary. The condition of stores on stock-taking will be noted, and steps taken to repair or dispose of repairable or unserviceable stores. Surplus stores will be brought on charge and discrepancies adjusted.

Scales and weights will be tested before stock-taking.

839. Disposal of departmental stores.—Unless orders to the contrary are received, stores left behind by a unit moving, will be disposed of as follows:—

(i) *Ordnance and I. A. S. C. stores.*—The unit commander will prepare a list on I. A. F. Z-2098 and forward it to the C.M.A. concerned. If the unit commander does not hand over personally to his successor, a copy will be given to the officer temporarily assuming charge, who will give it to the relieving officer in exchange for a transfer certificate. If the unit is not relieved, the stores will be returned to the supplying department on issue vouchers, copies of which will be sent to the C. M. A. concerned.

(ii) *M. W. stores.*—These stores will be handed over to the garrison engineer.

(iii) *Medical stores.*—Field equipment will be returned to the medical stores depot.

(iv) *School stores.*—A list will be prepa ed on I. A. F. X-1882, 1883, 1891 and sent to the district commander in a case where the unit commander does not hand over directly to his successor, and action will be taken as in sub-para. (i).

840. Carriage for public stores.—Carriage for the conveyance of public stores will be supplied by the I. A. S. C. (I. A. F. Z-2150). Where there is no representative of the I. A. S. C., the station commander will hire the transport and recover the cost in the usual manner.

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Packing Material.

841. (*a*) The procedure for accounting for, and dealing with Indian Army Service Corps packing material in charge of units, is as follows :— 4046-142—Q. 1.

(*i*) Each unit will hold on charge a fixed and permanent allotment of packing material, which will be determined by commands and independent districts, to meet local conditions.

(*ii*) Units and departments, when receiving commodities, will hand over to the Indian Army Service Corps empty bags, boxes, oil drums, etc., in exchange for full ones.

(*iii*) All packing material in excess of the fixed allotment will be withdrawn from units and taken in departmental charge.

(*iv*) In the case of serviceable packing material returned by units, vouchers will not be exchanged between supply depôts and units.

(*v*) Only serviceable packing material will be returned to supply depôts. Any repairable or unserviceable articles, in possession of units will be replaced as a separate transaction, by indent on the supply depôt concerned. 11010-Q.-6.

(*b*) Packing materials issued by medical store depôts to military institutions will be dealt with as follows :—

(*i*) " Returnable " packing material will be that which is included in the list of the same which has been drawn up and circulated to all concerned by the Medical Store Department.

(*ii*) In no circumstances will any " Returnable " packing material be returned to a medical store depôt when the freight will exceed 50 per cent. of the serviceable value of the article or unless it will be in either a " serviceable " or " repairable " condition on receipt by the depot.

(*iii*) The return of " Returnable " packing material, such as bottles and other receptacles which may be required for use in hospitals, shall be at the discretion of the officer commanding the unit supplied.

(*iv*) Non-returnable packing material, such as gunny, straw, twine rope, paper, etc., will be utilised in the return of stores. Any surplus on hand which is not required will be disposed of to the best advantage of the state.

(*c*) Orders for the disposal of ordnance packing material are contained in Equipment Regulations, Part I.

842.

3. RESPONSIBILITY FOR EXPENDITURE, CASH AND FUNDS, ETC.

843. Responsibility for expenditure.—Unauthorized expenditure will not be incurred without the prior sanction of the competent financial authority ; but in cases of urgency which do not admit of a prior reference to the competent authority ; sanction of the senior

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military officer will be obtained, and the confirmation of the competent authority applied for, immediately after the expenditure has been incurred. Officers concerned will be held responsible for authorising expenditure not provided for by regulations, and orders conveying sanction for such expenditure will be given in writing.

A.-44913 (A. G.-13).

844. Charge of cash or stores.—Every officer in charge of government money or stores will, on handing over charge, check the cash or stores in his custody in company with the officer who relieves him. A transfer of charge will always take place when an officer proceeds on any duty on which he ceases to hold a lien on his appointment or when he proceeds on leave out of India (other than privilege leave unless he intends to retire while on such leave). In other cases an officer need not formally make over charge, provided he holds himself responsible for the acts of his *locum tenens*, but he should record a certificate that he remains so responsible before he leaves the unit.

In every case where cash is handed over the duty of verifying cash balances devolves upon the relieving officer, who will make an entry of his having done so in the relevant account books.

The relieving officer will take all necessary measures to satisfy himself that the cash and stores correspond with the ledger balances, that the books are complete and correct, and will then sign the necessary transfer certificates (I. A. F. Z.-2081), which will be prepared in duplicate. The duplicate copy of this form will be forwarded to the audit officer with the relieving officer's first pay bill after taking over the appointment. Any omission to furnish these certificates renders the relieving officer responsible for his predecessor's liabilities. Lists of all damaged property and discrepancies will be made out (I. A. F. Z.-2098) and attached to the transfer certificates. Whenever cash or stores are transferred from one charge to another, a temporary receipt will be taken in anticipation, if necessary, of the issue of formal receipt vouchers.

A.-49096 (A. G.-13).

If an officer in charge of government property dies or is admitted to hospital before being duly relieved, it will be the duty of the senior officer on the spot to provide for the security of the government property and at once to take over the cash and stores. In the case in which an officer taking over command does not arrive before the departure of the outgoing officer, a regimental board will be assembled and the senior officer of the unit will take over and be responsible for all cash and stores till handed over by him to the officer assuming command. Where the foregoing procedure is impracticable the station commander will (except in the case of supplying departments) take over the stores and complete the transfer; the successor will be held to accept the stores as assessed when the station commander took them over. In the case of a corps leaving India before relief, this rule will only apply to such stores as are not returned to departments.

Any officer or other person in charge of public stores of any kind is strictly forbidden to lend any article under his charge for any purpose not sanctioned by his commanding officer.

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845. Procedure in case of discrepancies.—If any difference of opinion arises between the officers giving over and receiving charge regarding the condition, description and quantities of the stores on charge (*see* para. 844), a station board, whose opinion will be regarded as binding on both officers, will be assembled to report on the matter. The board will state the cause to which, in its opinion, the discrepancies are due, and will forward the proceedings in triplicate to the convening officer for disposal. A.-49096 (A. G.-13).

846. Custody of Funds.—Every officer is responsible for such public, regimental and other funds as are entrusted to him, and he cannot refuse to take charge of such funds. He will see that they are expended in strict conformity with regulations. He will keep a precise record of all his monetary transactions (temporary or permanent), including any transactions that may take place between him and other officers or units, in a form complying with relevant regulations or instructions. Public funds (*see* Financial Regulations for the Army in India, Part II) and regimental funds (*see* Appendix XXII-A) will not be kept in an officer's own possession or deposited to the credit of a private account. A.-48912 (A. G.-13). A.-44913 (A. G.-13).

In order to avoid risk of loss from treasure-chests, public funds may be kept in a branch of the Imperial Bank of India, current accounts being opened in the official capacity of the officer concerned. Officers commanding units and others concerned with the administration of such funds will adhere to the fundamental rule that public money is not to be drawn from a treasury before it is actually required for disbursement.

Authorised regimental funds, including regimental funds of auxiliary and territorial force units and army institute funds, may be invested in government paper, shares of the Imperial Bank of India, or in Post Office cash certificates; such funds may be kept in a branch of the Imperial Bank of India, or deposited in Post Office savings banks, or, with the previous consent of the controller of military accounts concerned, they may be deposited in any other bank subject to the rules reproduced in Appendix XXII-A.

Shares of the Imperial Bank of India purchased from regimental funds of units will be registered in two names, namely the personal name of the officer commanding and the next senior officer of the unit. The share certificates will be deposited in an authorized bank to be held to the credit of the regimental funds account with such bank. Both the officers will jointly sign an order on the bank, directing that all dividends should be paid into the regimental funds account. In order to provide against difficulty and inconvenience which might arise on the transfer, etc., of the officers concerned, blank transfer deeds should be signed by both officers and duly witnessed. These will be deposited in the bank with the original share certificates.

Every officer charged with the issue of cash will either make the payment himself or see that they are made in his presence. B.-5147 (A.G.-13).

NOTE.—Separate banking accounts must be maintained for public and regimental funds.

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A-44913 (A.G.-13).

847. Responsibility of unit commanders.—Unit commanders are responsible that officers and subordinates under them carry out their duties correctly and efficiently. They are responsible for the state of the accounts of their units and are primarily responsible for losses and discrepancies caused by their subordinates. They will utilize the services of the quarterly regimental audit boards (see Appendix XXII) by whom all public accounts and cash balances will be checked and verified. The boards will record in their proceedings that this has been done and will sign and date each account and report results to unit commander. A warrant officer, non-commissioned officer, soldier or civilian employee will not be subjected to the risk of financial loss by having public money, whether in the form of cash or otherwise, placed in his hands ; nor will he be charged with the custody of forms of authority for the use of money, *e.g.*, drafts, cheques, money orders, postal orders, postal drafts, etc.

B-4761 (A.G.-13).

Exception.—Warrant officers and non-commissioned officers of the India Army Service Corps in charge of supplies at outposts, which it is not convenient for an Indian Army Service Corps officer to visit regularly, may be permitted to carry out petty cash transactions, other than disbursements of pay. For this purpose they may be allowed a small imprest up to a maximum of Rs. 100 to be allotted at the discretion of the district or independent brigade commander, whose specific sanction will be obtained in each case and who will fix the amount of the imprest so that it will not exceed two months cash requirements limited to the above maximum.

A.-48423 (A.G.-13).

A-44013 (A.G.-13).

847-A. Company, etc., accounts.—Officers commanding units are responsible that the accounts of their company or squadron commanders are kept in conformity with the regulations and that the rules relative to the distribution of pay are strictly observed. They will require every officer serving under them, who may be in charge of public funds, to render a certificate monthly to the effect that the cash in hand has been compared with the pay and mess book, cash book, etc., and that balances shown therein have been found to be correct, or otherwise. Immediate action should be taken for the settlement of discrepancies between book and cash balances. In cases where public funds are directly under the control of the unit commander he will carry out this duty personally and will record the fact in the relevant account books. Squadron, battery or company commanders may, at any time, be called upon to produce the balance of public money in their charge.

B-4761 (A.G.-13).

848. Loans.—Officers commanding Indian units may in exceptional circumstances and at their discretion, grant advances from regimental funds to Indian officers and other ranks. In such cases unit commanders will protect themselves by proper safeguards in regard to the amount, the date of repayment and, if necessary, the interest on the advances.

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849. Losses.—Losses incurred by mess, regimental or battalion funds owing to unsound finance, embezzlement or similar causes, will not in any circumstances be borne by the state.

850. Treasure chests.—A treasure chest will be maintained in every unit. The unit commander will take such measures as will ensure the security of treasure chests and issue the necessary instructions regarding deposits, withdrawals and custody of keys. It will invariably be guarded by a double sentry, one of whom may be the sentry of the guard room door, provided the treasure chest is quite close to it and in full sight of both sentries.

In the case of British units the keys of the treasure chest will be in the possession of an officer selected by the unit commander. The treasure chest will only be opened in the presence of an officer. In the case of Indian units, the keys will be in the personal charge of the Indian officer appointed as cashier. M. A. G.'s No. 2344-At., 10-1-24.

Treasure chests will be strongly made and locked and will be secured by an iron chain and padlock or other means to the floor or wall of the guard house so as not to be moveable without force and by the combined efforts of several persons.

Small units which are unable to guard their treasure chests in accordance with the above will arrange to keep their treasure chests under the guard of the nearest unit or deposit their cash in the treasure chest of that unit.

Treasure chests and their accessories are provided by government and maintained as original or battalion stores.

851. Private deposits.—Private deposits in station or regimental treasure chests are unauthorized, but when the station commander considers it necessary they may be received at the depositor's risk.

852. Savings banks.—Commanders of Indian units may open a single account with the post office savings bank on behalf of the men, on the conditions contained in the Indian postal guide.

853. Employment of shroffs.—The employment of shroffs or Indian bankers by units is prohibited. This prohibition does not apply to the banking of regimental funds carried out with the approval of the C. M. A., in accordance with the rules prescribed in Appendix XXII.

854. Escorts.—A unit commander is responsible for the provision of suitable escorts to safeguard all monies or cheques drawn from or despatched to banks or treasuries.

855. Disbursement of pay.—Every officer charged with the disbursement of pay is responsible that those serving under him receive the amounts due to them. All fines and deductions will be notified in orders and explained to the individuals concerned. Payment will be made in the presence of an officer. Every man will examine his account and sign the acquittance roll or pay bill or affix

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864. Furlough certificates.—Every warrant officer, n.c.o. or man before proceeding on furlough out of India shall be provided with a furlough certificate which will be retained by the individual granted furlough, *viz.*, I. A. F. Z-2053 for departmental warrant officers and I. A. F. L-1174 for non-departmental warrant officers and all unattached list and regimental n.c.os. and men.

Full instructions are given on the above mentioned forms.

Z-2574 (D. M. S.-5).

865. Leave in anticipation of sanction.—An officer or warrant officer will not be permitted to leave his station in anticipation of the grant of leave by superior authority except in very urgent cases or when recommended for leave in India by a medical board, the proceedings of which have been approved by the D. D. M. S. of the command (A. D. M. S. in the cases of Burma district and Aden brigade). In such cases no period of leave will be stated but the order will be worded as follows :—

"The undermentioned officer (or warrant officer) is permitted to proceed to on $\frac{\text{the recommendation of a medical board}}{\text{very urgent private affairs}}$ in anticipation of the $\frac{\text{leave}}{\text{furlough}}$ which will be hereafter granted to him by the ."

The application will be endorsed accordingly and forwarded to the sanctioning authority.

A.-46705 (A.G.-XI).

866. Validity of order.—An order granting leave or furlough out of India is valid for three months from the date of the order.

867. Change of address.—An individual desiring to change the country to which his leave was originally granted will obtain permission to do so, if in India or the colonies, from the sanctioning authority, if in England from the S. of S. for India or War Office.

868. Date leave commences and ends.—All leave whether in or out of India, except leave *ex*-India on m.c. (see para. 872), commences on the date an individual is struck off duty, which is the date of relief if relieved in the forenoon, or the date succeeding that of relief, if relieved in the aftern on, and terminates on the date preceding that of rejoining, if he rejoins in the forenoon, or the date of rejoining if he rejoins in the afternoon. But if a Sunday, Thursday, Christmas Day or Good Friday falls on the day immediately preceding that on which the period of leave begins, or follows that on which the leave terminates, an individual may leave his station at the close of the day before, or return to it at the end of such holidays provided that suitable arrangements are made for handing or taking over duties, and no extra expense is caused to the state.

A.-34973 (A. G.-11).

The report of an individual's return to duty cancels any unexpired portion of his leave.

In the case of an officer or other rank proceeding out of India on privilege leave only, casual leave may be granted for the minimum number of days necessary for the journey from his station to the port of embarkation and from the port of disembarkation back to his station on his return journey. Such casual leave will be sanctioned by the station commander before the officer or other rank leaves his station. Privilege

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leave will commence from the date following that of arrival at the port of embarkation. When a British soldier is *granted privilege leave pending discharge*, the amount of casual leave granted under this rule will be shown in the soldier's furlough certificate—J. A. F. L-1174.

In the case of officers and other ranks stationed in Waziristan and Chitral leave commences and terminates respectively on the date of leaving and arriving at the rail head, subject to no extra expense to the state being entailed beyond that admissible under the ordinary leave rules.

If an officer proceeding on leave is detailed to conduct Indian cadets selected for admission to the Royal Military College, Sandhurst, his leave will commence with effect from the date of conclusion of the conducting duties. A.-28414 (A. G.-10).

The date of commencement and termination of the leave referred to in the first sub-clause of para. 202 (*j*), Passage Regulations, India, will be regulated by the normal rules prescribed above. 53623 (Q. 2).

869. Extension of leave.—Extensions of leave will, whenever possible, be applied for in sufficient time to admit of the individual rejoining at the expiration of his original leave, should the extension be refused. Extensions of leave in India or the colonies require in all cases the sanction of the authority in India who sanctioned the original leave. Extensions of leave on private affairs in the United Kingdom will be sanctioned by the Secretary of State for India, subject to the concurrence of the authorities concerned in India. Applications, giving reasons for the extension, will be submitted to the Secretary, Military Department, India Office, *through the authority in India who sanctioned the original leave*. The nature of the recommendation made by the authorities in India will not be communicated to the individual. A.-49432 (A. G.-11).

Except that extensions of leave on private affairs in the case of British service officers excluding continuous service R. E. officers and officers of the R.E. (Indian Army), will be approved by the authority in India who sanctioned the original leave and will be communicated by the officer to the War Office. Continuous service R. E. officers and officers of the R.E. (Indian Army) will follow the procedure prescribed for the Indian service. Extensions of leave in the case of British service officers holding staff appointments require the sanction of the Secretary of State. A.-21702 (A.G.-11).

Officers placed on the sick list whilst on leave in India who are thereby prevented from rejoining for duty within the period of their original leave may be granted any additional leave admissible.

Any overstayal of casual leave involves its conversion into privilege leave or furlough at option.

Extensions of leave granted to British service officers with the specific object of obviating their return to India because they have been, or are about to be, selected for non-Indian employment will be reported direct to the India Office by the sanctioning authority. A.-40283 (A. G.-11).

869-A. Casual leave.—Casual leave counts as duty, but no extra expense to the state may be caused by the grant of such leave.

870. Privilege leave.—Privilege leave is ordinarily restricted to the period from the 1st April to the 15th October. This rule

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does not apply to individuals serving in (*a*) Baluchistan district, (*b*) the Zhob Area, (*c*) the hills in the winter, (*d*) training establishments.

10991 (Q.-2). Privilege leave counts as duty, may be taken in instalments and spent anywhere but no extra expense may be caused to the state by the grant of privilege leave other than such travelling expenses of the *locum tenens* as may be sanctioned from the special grant for the purpose. Failing sanction from the special grant, officers availing themselves of privilege leave, are liable for the travelling expenses incurred by those appointed to act in their absence.

Arrangements in privilege leave vacancies will ordinarily be made locally, but in certain cases such as command of districts and brigades and also specialist appointments in the medical and veterinary services, as well as ordinary staff appointments where special qualifications are required, and in other cases in which it is considered necessary, in the interests of the service, to provide a relief from an outstation the nearest officer may be moved to act in the place of the officer proceeding on privilege leave.

The conversion of privilege leave into leave on private affairs is not permissible.

Individuals holding ministerial appointments in A. H. Q., Command, district and brigade offices are granted privilege leave under civil rules and the condition of no extra expense is inapplicable in such cases.

04594-2 (M.S.-3). **870-A.** If an officer transferred from one corps or appointment to another, is on, or at once obtains, privilege leave, he may, if not expressly ordered to join at once, provided no extra expense is thrown on the state, continue absent for the period of his privilege leave.

NOTE.—The above rule applies only to cases in which both the corps or both the appointments (viz., the one *from* which as well as that *to* which the officer is transferred) are under the G. of I.

871. Combined leave.—An officer, departmental officer or w.o., serving under the Indian military leave rules, also a non-departmental warrant or n.c.o. of the U. L. and R. E. Indian establishment, may be allowed in place of leave otherwise admissible to combine any privilege due to him with leave on private affairs or on m.c. Combined leave may be spent in or out of India and may be granted at any period of the year at the discretion of the sanctioning authority.

In all cases of the grant of combined leave whether in or *ex*-India or whether on p. a. or m. c, the privilege leave portion will be reckoned first and will count from the date of being first struck off duty.

872. Leave on medical certificate.—In the case of leave on m. c. *ex*-India including combined leave, the precise amount recommended by the medical board to be spent out of India reckons from the date of embarkation. The period between that date and the date of being struck off duty counts as leave in India, which will include any privilege leave due. The date of commencement of leave on m. c., in the case of officers of the British service, is governed by the rules in para. 902.

A.-26298 (A. G.-11).

Extensions of leave on m. c. in the U. K. will, in the case of British service (except R. E.) officers, be sanctioned by the w. o., and in the

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case of Indian service and R. E. officers, British service officers holding staff appointments and U. L. warrant and n. c. os. by the S. of S. for India.

When a British officer, an officer of the Indian land forces or a departmental officer, w.o., n.c.o. or soldier has been granted leave on m. c., or has been declared by a medical board to be unfit for further service, he will be struck off duty as promptly as possible. The period of leave granted will take effect from the date of being struck off duty (see paras. 371 and 868), but for the purpose of determining the date of expiration of the maximum period of leave admissible either under the Royal Warrant or Regulations for the Army in India [see paras. 902, 906 and 914 (*b*)], the date of commencement of leave will be the day following that on which full duty was last performed. A.-24586 (A. G.-XI).

In the case of an appointment carrying staff pay or charge allowance the relieved individual may be granted any leave admissible to cover the period of his illness.

873. Medical board.—If an officer or warrant officer falls sick at a station other than his own, the station commander may convene a special medical board to enable the individual to proceed on leave, or the station commander may, on the certificate of a medical officer, grant provisional leave to the individual concerned to proceed to another station to appear before a medical board.

874. Civil employment cannot be accepted on leave.—No officer, w.o., n.c.o. or soldier who has been granted leave may accept any private employment in India without the permission of the G. of I. in the case of officers, and of the district commander or head of department in the case of other ranks. A-29063 (A. G.-11).

The names of officers and other ranks who are granted permission to take up private employment during leave and who proceed to the United Kingdom during their leave, will be communicated to the India Office by the authority sanctioning the leave. A.-35298 (A. G.-11).

Extensions of leave pending retirement to those who have been permitted to take up private employment during their leave will only be granted in exceptional circumstances.

Exception (*i*).—Regimental and non-departmental warrant officers, n.c.os and soldiers who are granted furlough or leave in India before discharge or transfer to the reserve, for the purpose of seeking civil employment, may take up any employment during the period (whether under government or with a private firm or individual) without special sanction and without forfeiture of the furlough or leave pay and allowances to which they are entitled.

Exception (*ii*).—Departmental officers and warrant officers and Indian officers who are granted furlough or leave in India pending retirement or transfer to pension establishment may, with the sanction of the head of department, or their commanding officer take up private employment during that period, without forfeiture of the furlough or leave pay and allowances to which they are entitled.

874-A. An officer who is placed on the unemployed list, and is subsequently re-employed, does not forfeit his claim to leave concessions for service rendered whilst at duty. A.-35371 (A. G.-11).

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2. OFFICERS OF THE BRITISH AND INDIAN SERVICE.

(a) General instructions.

875. Classification of leave.—Leave is of four kinds :—

A.-39301 (A. G.-11). A.-48718 (A.G. 11). B.-2008 (A. G.-11).

Casual leave which is ordinarily limited to ten days at a time. Sanctioning authority the station commander if serving under his orders ; in all other cases the officer competent to sanction privilege leave. Unit commanders may grant up to 3 days' leave.

Station commanders may grant chief ordnance officers and ordnance officers in charge of depots up to 3 days' casual leave.

A.-37767 (A. G.-11).

In the case of officers attending recognised rifle meetings, sports or tournaments with their regimental teams the duration of the leave may, if necessary, be extended for such a period in excess of ten days as will cover the time occupied in proceeding to and returning from the meeting. In the case of an officer attending a tournament with a team *other* than his regimental team, the sanctioning authority for extending the duration of his leave, when necessary, will be his district *or* independent brigade commander.

(2) Privilege leave as laid down in paras. 880 and 880-A.

(3) Leave on p. a. or combined leave *ex*-India up to one year in the first instance, which limit may be extended up to a maximum of two years' absence from duty. The grant of leave to British service officers is restricted to 12 months.

A.-24421. (A. G.-11).

Leave on p. a. in India will be limited to six months exclusive of privilege leave. Combined leave in India will not exceed eight months except in cases of leave pending retirement.

B.-707 (A.G.-11).

Leave pending retirement may be granted to officers of the Indian service, whether in or out of India, up to a maximum period of 12 months.

A.-38298 (A. G.-11).

The grant of leave pending retirement to British service officers is governed by para. 901.

(4) Leave on the recommendation of medical board is limited to a total of 2 years' absence from duty, whether in or out of India. Leave on m. c. to British Service officers is governed by para. 902. Extensions of leave on medical certificate will only be recommended when thre is a reasonable prospect of an officer again becoming fit for duty.

B-707 (A.G.-11).

A.-29235 (A. G.-X1).

In the case of detached units of sappers and miners leave will be granted by the district commander in consultation with the commandant of the corps concerned.

875-A. Number allowed to proceed on leave.—The number of officers on leave in or *ex*-India is left to the discretion of the district commander with the following provisos :—

(*a*) That district commanders are responsible for the necessary numbers of officers being present with their units at all times.

(*b*) That leave during the training season is to be sparingly granted.

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(c) Leave *ex*-India other than privilege leave, leave on m. c., or on very urgent private affairs should not normally be granted to an officer until he has completed 3 years' duty.

As a general principle the number of officers that should be present with a unit during the training season will be 75 per cent. of the peace establishment of the unit concerned. This number may be modified by district commanders to suit local conditions.

876. Leave restrictions.—(a) *General.*—Leave on private affairs is not ordinarily admissible to any staff or regimental officer until he has completed ten months' continuous service in his appointment. (See also paragraph 895.) A.-43368 (A. G.-8).

An officer will not be granted leave to any place forming the base of active operations, or to any station or place garrisoned by troops belonging to a field force, either during the progress of the operation or during the period of preparation for such operations. B.-6284 (A. G.-11).

The unit commander and second in command will not ordinarily be absent together.

(b) *Officers under special report.*—An officer under special report will not be granted any leave except casual leave, without reference to the authority who ordered the special report to be made. When the special report has been submitted and proved satisfactory, the authority who ordered it will notify that the officer is released from special report and from the attendant restrictions on leave.

(c) *Officers under adverse report.*—An officer on whom an adverse report has been submitted, but no special report called for, will only be granted leave sparingly. The grant of leave in such cases will depend on the merits of each particular case, but in no circumstances (except on medical certificate) should any such officer, who is within two years of promotion, be granted leave which would cause his absence during the training season.

A commanding officer who reports adversely on one of his officers will not recommend him for leave until he hears the decision given on the report.

An officer on whom adverse reports have been made or against whom disciplinary issues are pending, will not be permitted to leave India without reference to the highest authority having his case under consideration.

(d) *Senior Officers.*—A senior officer, whose retention in the service is dependent on his promotion to lieutenant-colonel, will not be permitted to be absent for any extended period, if there is any doubt as to his fitness for promotion.

(e) *Officers provisionally promoted and officers overdue for promotion.*—An officer who has been provisionally promoted or whose promotion has been retarded or who, there being reason to believe, will not be fully qualified for promotion by due date will not be granted leave except leave on medical certificate or privilege leave for the purposes of study.

877. Liability for recall to duty.—An officer taking leave is liable to be recalled at any time, and shall be prepared to rejoin at once at his own expense, except when free passage is allowed.

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878. Overstaying leave.—If an officer overstays his leave a full explanation, supported by the necessary certificates, will be forwarded to the authority who granted the leave, who will deal with the case as follows:—

(*i*) If the overstayal was intentional such as reckoning on a steamer arriving in advance of her advertised date, the penalty is loss of service and pay for the period of the overstayal.

(*ii*) If the overstayal was due to carelessness or neglect but unintentional such as booking by an unprivileged line, the penalty is the loss of pay for the period in question.

(*iii*) If the overstayal was due to a cause beyond the officer's control and purely accidental, such as sickness rendering him unfit to travel or the detention of a privileged steamer, he may be granted leave, if admissible, with pay to cover the period of overstayal. If leave is not admissible no pay will be granted.

An officer who has not received orders within two months of the expiration of his leave as to the station at which he is required to rejoin and who disembarks at an Indian port within the period of his leave will be held to have rejoined, and may then be granted an extension to enable him to reach his new station.

A.-18957 (A. G.-11). B.-914 (A. G.-11).

The companies whose steamers are "privileged" for thepurpose of (*iii*) are—The P. & O., B. I. S. N. Co., Hall Line (Ellermans), City Line (Ellermans) Messageries Maritimes Co., Bibby Line, P. Henderson Line, Anchor Line Lloyd Trestino. Nippon Yusen Kaisha. Orient Line.

A.-35876 (A. G.-11). A.-20937 (A. G.-XI). A.-48685 (A.G.-10). B.-5116 (A.G.11)

879. Performance of duty when on leave.—An officer detailed for duty when on leave is except for such compensation as may be admissible under paragraph 98 (*b*) of Pay and Allowances Regulations, Part II, only eligible for an equivalent extension of leave. The order placing him on duty will state the period, and whether an extension of leave is granted in consequence. An officer of the Indian army or British service on leave who is detailed for duty with troops on voyages to and from the United Kingdom is not entitled to any extension of leave or to full Indian pay for the period of duty. Officers of the British service will be governed in regard to duty on board ship by the rules prescribed in Voyage Regulations.

B.-3981 (A.G.-XI).

A.-21879 (A. G.-11). B.-4742 A.G.-117.

880. Privilege leave is restricted to a total of 60 days in any one calendar year. Such leave whether taken by itself or combined with other leave, is inadmissible in respect of any year (*i.e.*, the privilege leave year) until an individual has actually performed duty in that year in India. Ninety days is admissible to an officer serving in or who has served in and proceeds on leave from Burma, Waziristan and Kohat districts excluding Kohat itself (officers of Kohat district headquarters serving at Fort Lockhart will be restricted to 60 days), the Khyber, Chitral, Gilgit, Gyantse, Fort Sandeman, Lorahi, Harnai, Murgha, Mekran, Malay, Port Blair and in the civil district of the Zhob.

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Privilege leave may, however, be extended from one calendar year to another in the case of the individuals referred to in clauses (*c*) and (*d*) of the first sub-para. of paragraph 870, *ibid*, and in other special cases at the discretion of the sanctioning authority, but further privilege leave will not be admissible until the individuals again perform duty, and then they will only be eligible for the balance up to the total admissible in the calendar year.

The annual leave period for individuals referred to in clauses (*a*) and (*b*) of paragraph 870 will be from the 1st April to 31st March; individuals who enter these areas on permanent duty in any given calendar year may be permitted to avail themselves of privilege leave due for that year at any time up to the 31st March of the calendar year following. A-40416 (A. G. XI).

Individuals who have taken any privilege leave from these areas which is completed before the 31st March in any given calendar year, and who are transferred out of the areas in that year, will be eligible for a further period to be completed before the 31st December of the calendar year in which they are transferred, except in the case of those who join the categories mentioned in clauses (*c*) and (*d*) of paragraph 870.

Periods spent at courses of instruction in the U. K. will not count as qualifying service for the purpose of the grant of privilege leave. Duty with Indian army units at overseas stations and language duty *ex*-India will, however, count as qualifying service for the purpose of these rules. B. 4742 (A.G.-11).

880-A. Accumulated privilege leave.—Accumulated privilege leave for ninety days may be granted *after* 33 months duty in India which need not be continuous to those officers who have not taken any privilege leave within the period covered thereby. If accumulated privilege leave extend from one year to the next, the officer may, after rejoining, be allowed the ordinary privilege leave for the year. Accumulated privilege leave may be taken in instalments, but the last instalment must be commenced in the year in which the first is taken, otherwise, the portion not taken will lapse. A.-19985 (A. G.-XI). B.-4742 (A.G.-11).

Time spent at duty before being placed on the unemployed list counts towards the qualifying period of 33 months on becoming re-employed. A.-35371 (A. G.-11).

880-B. Officers who contract a disability due to special conditions arising out of active service in the field, and not to causes within their own control, may be granted wound or injury leave for not more than three months. A.-29607 (A.G.-10).

880-C. Officers who, in the performance of duty, and irrespective of the area in which they are serving, receive wounds definitely attributable to hostile action in circumstances comparable to those which prevail on active service, *e.g.*, an officer wounded in the actual performance of military duty connected with the suppression of violent disorder amongst the civil population, may be granted wound or injury leave for not more than three months.

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880-D. In the case of I. A. and I. M. S. officers, leave out of India for not more than six months may be granted on medical certificate in extension of the leave granted under paragraph 880-B or 880-C, or after duty in India and for the same reasons.

880-E. The grant of the leave referred to in paragraph 880-B is restricted to officers who are immediately placed on the sick list as the result of a disability of the nature defined, or who report sick (whether they are on ordinary leave or not) within one year from the date on which they last did duty under active service conditions in the field service are in which the disability was contracted, and are placed on the sick list and granted such leave in consequence. The grant of leave under paragraph 880-C is similarly restricted, except that the limitation of one year counts from the date on which the wound or injury was sustained.

880-F. The grant of the leave provided for in paragraphs 880-B., 880-C and 880-D is inadmissible after two years from the date on which an officer last did duty under active service conditions in the field service area in which the disability was contracted, or, if not on active service in the field, sustained the wound or injury. Within this limit the concession may be enjoyed in one or more periods of leave.

880-G. Wound or injury leave under paragraph 880-B or 880-C may be combined with privilege leave, where such is admissible, without prejudice to the leave admissible under paragraph 880-D. In such cases privilege must precede wound or injury leave.

880-H In each case of leave granted under paras. 880-B to F *supra*, the medical authorities must (i) state clearly whether the conditions prescribed are fulfilled, and (ii) certify that the disability is of such a character as to incapacitate the officer definitely from the performance of military duty and to necessitate his taking leave for the concessional period.

881. Periods of leave on medical certificates.—The period of leave on m. c. granted will not be specified when an officer has been frequently given leave on m. c. and is again recommended for such leave, or in case of mental disorder, disability, sickness due to intemperance or other causes within the individual's control, or when the medical officer certifies that the individual is likely to prove unfit for further service. The matter will be reported to H. E. the C.-in-C., the officer being permitted to proceed on leave on m. c. with orders, if proceeding to the U. K. to report to the War Office or India Office as the case may be; if not proceeding to the U. K. he will be informed that he is permitted to leave India pending receipt of orders from the S. of S. for India or War Office to whom his case will be represented.

Leave *ex*-India on m. c. will generally be for eight months but twelve months may be granted in special circumstances on the recommendation of the medical board.

Leave on m. c. *ex*-India to British service officers is governed by para. 902.

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881-A. Medical boards recommending the grant of leave to officers holding commands other than regimental, and those holding staff or administrative appointments of limited tenure, will take into account the period intervening between the date of being struck off duty and the probable date of embarkation, in order to ensure that the period of leave out of India recommended in the first instance will not cause the total absence from duty to exceed eight months. A.-28345 (A. G.-11).

881-B. Officers found unfit for further service.—(*i*) Officers subject to the Indian army leave rules who have been declared by a medical board to be completely and permanently incapacitated for further service will be granted leave on m. c., no definite period being stated, pending the orders of the Secretary of State. In all such cases a report, together with a full medical history of the case, will be submitted to Army Headquarters, without delay. Each case will be considered on its merits by the Government of India with due regard to the following factors before a recommendation is made to the Secretary of State:—

(*a*) cause of disability,
(*b*) total service, and
(*c*) total leave taken during such service.

The amount of leave granted to officers who wish to reside in India after retirement will be at the discretion of the Government of India.

The ordinary rules governing the grant of leave will apply to all cases in this category.

(*ii*) The above procedure will also be followed in the case of departmental officers and warrant officers of the Indian establishment.

(*iii*) Officers subject to the British service leave rules declared by a medical board to be permanently unfit for further service in India will be granted leave on m. c. forthwith (no period of leave being stated) and will be sent to the U. K. at the earliest opportunity with orders to report to the War Office for further instructions immediately on arrival.

882. Vacating acting appointments.—An officer proceeding on leave other than privilege or casual leave automatically vacates any acting appointment he may be holding. A-46576 (A.G. 11).

An officer officiating in a staff or administrative appointment, who has no substantive appointment, is not eligible for leave, other than casual leave, either in or out of India.

(b) Leave to transfrontier regions, foreign countries and colonies.

883. Officers are prohibited from visiting the following countries without the permission of the G. of I.:—

Abyssinia.	Finland.
*Afghanistan.	*Gilgit Agency.
*Arabia east of the 40 degree of east longitude.	*Iraq.
	Libya.
	Mexico.
	Morocco (Spanish). B-3909 (A.G.11).
*Assam, transfrontier territory of.	*Nepal. (*b*)

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*Bhutan.	* Persia.
	Poland.
	Roumania.
*Burma, transfrontier territory of . (*a*)	Russia.
	Syria.
Baltic States.	Sudan.
*Chinese Central Asia.	* Tibet.
Caucasia.	* Turkistan, Russian.
A.-37833. Danzig.	
East Prussia.	
French Morocco.	Turkey.

NOTE (*a*).—Officers desirous of entering China by crossing the Burmese-Chinese frontier will obtain the sanction of the Government of Burma.

NOTE (*b*).—The sanction of G. of I. is not necessary in the case of officers proceeding to Nepal to visit the Envoy at the Court of Nepal at his invitation.

884. Applications and passports.—Applications will reach the C.G.S. at least two months prior to the date of starting and must state (*a*) the object, (*b*) the particular part of country proposed to visit, (*c*) the proposed route which will be adhered to, (*d*) in the case of the countries marked with an *asterisk* the arms and ammunition proposed to be taken, (*e*) the composition of party, (*f*) the christian names of applicants in full, (*g*) the names of servants proposed to be taken, and (*h*) the approximate date on which it is proposed to enter foreign territory.

27578M.O.-3. In the case of countries where passports are required, ordinary passports will be obtained from the local Indian government or administration concerned and will be visé̊d by the consular authority of the country which the traveller proposes visiting. Attention is invited to the rules and subsidiary rules for the issue of passports.

It is advisable that officers desirous of travelling in any of the countries mentioned should communicate with the General Staff, A. H. Q., before sending in their applications.

Officers on leave in the U. K. will submit their applications to the S. of S. for India.

Officers will not address foreign governments direct.

885. Russian Turkistan and Chinese Central Asia.—Applications to visit Russian Turkistan and Chinese Central Asia will be submitted in time to reach the C.G.S. not later than the 15th August of the year prior to that in which the applicants propose to travel, and applications later than that date will not be considered. Permission will not be granted for the purpose of sport unless some special reason exists for exceptional treatment. The place where and the date when it is proposed to cross the frontier will be stated. Applications for

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the special Chinese passport required for Chinese Central Asia will be submitted through the Chief of the General Staff who will make all subsequent arrangements through the Foreign and Political Department for obtaining special Chinese passports from His Britannic Majesty's Minister at Pekin. Such passports will be required in addition to the ordinary British passports, obtainable from the Indian provincial government or administration concerned, on which the visa of the Chinese consul at Rangoon is required. Necessary steps to obtain the permission required for Russian Turkistan will be taken by the S. of S. for India.

886. Permission to travel to or in Gilgit.—The number of parties allowed to travel by the Gilgit route is limited to three per annum. Applications to travel by that route will state whether, in the event of permission to travel *viâ* Gilgit being refused the applicants desire to apply for permission to travel *viâ* Leh and the Karakoram Pass. In this case they should submit an alternative application for this route. When proceeding to Chinese Turkistan *viâ* Gilgit applicants cannot start from Bandipur before 15th May and shall limit their luggage to a reasonable quantity.

887. Visit to Indian frontiers.—Individuals travelling in the neighbourhood of the Indian frontiers will acquaint themselves with the rules prescribed by the local Government concerned in regard to crossing such "inner lines" or boundaries as are contiguous to the frontier. The rules are published from time to time in the local government gazette.

888. Visit to Kelat, Kashmir, Chamba, Kishtwar.—Individuals desirous of visiting Kelat or other outlying parts of Baluchistan, or of moving off the main routes in Indian states in India, will inform the resident or the political officer concerned. Officers may not travel to or from Kashmir *viâ* Kishtwar, Bhadrawar and Chamba routes without the permission of the resident.

889. Reporting to officials.—Individuals travelling in foreign countries will make their presence known to the proper British official (if any) in the place visited. They will respect the customs and religious prejudices of the people.

890. Leave ex-India other than to the U. K.—The grant of leave to any countries other than—

(i) those mentioned in para. 883,

(ii) Europe,

(iii) those included in the British Dominions,

(iv) United States of America,

will be notified by the district commander to the A. G. one month before the commencement of leave, the approximate route, and address while absent being given.

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The grant of leave to any British colony will be notified by the district commander to the commander of the force of the colony concerned.

B.-2162 (A. G.-11.) **890-A. Officers of the Indian service deputed for duty out of India under the Imperial Government**—The grant of leave is inadmissible to an officer of the Indian service proceeding out of India to take up an appointment under the Imperial Government. In such cases an officer will be regarded as travelling direct from duty to duty, and will be restricted to the rates of pay admissible to officers proceeding on duty out of India from the date of embarkation. (*See* paragraph 121, P. and A. Regulations of the Army in India, Part I.)

(c) Officers holding command, staff and administrative appointments.

A.-38623 (A. G.-11). **892. Amount admissible.**—Officers holding commands, other than regimental, and those holding staff or administrative appointments of limited tenure, may avail themselves of such privilege leave as is due to them and in addition six months furlough (leave on private affairs or medical certificate) which may be combined with the privilege leave subject to the provisos that :—

(1) combined leave is not taken more than twice during the tenure of the appointment, and

B.-6342 (A. G.-11). (2) Absence from duty in excess of the limits prescribed below will involve vacation of the appointment with effect from the day following that on which these limits expire :—

(*a*) 8 months' combined leave taken consecutively when the privilege leave portion is in excess of 60 days.

(*b*) 60 days' privilege leave combined with 6 months' furlough.

(*c*) 6 months' furlough taken by itself, or in two instalments whether taken separately or combined with privilege leave."

04769 (M. S.-1.) The authority granting leave which involves vacation of command should clearly state this fact in the notification granting the leave, so that the last pay certificate may be correctly issued.

A.29607 (A.G.-10). NOTE.—Any leave granted in consequence of field or quasi-field service referred to in paragraphs 63, 64, 65, Pay and Allowances Regulations, Part II, and paragraph 348, Pay and Allowances Regulations, Part I, shall be excluded for the purpose of the limit of eight months.

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892-A. Officers holding different appointments during the normal tenure of one will be restricted to the amount of furlough and leave admissible under para. 892, *ibid*, except in cases where promotion to a higher grade appointment involves the commencement of a fresh tenure. (*See* para. 36, clause viii). A.-39623 (A. G.-11).

When the normal tenure of an appointment is extended for a period of less than two years no extra furlough will be admissible in addition to ordinary annual privilege leave. Officers whose tenure of appointment is extended for a period equal to that of the normal tenure will be treated in regard to furlough and leave as having commenced a fresh tenure. Those whose tenure is extended for either two or three years may be granted furlough on the following proportionate basis :—

Extension of 2 years	..	3 months additional furlough.
Extension of 3 years	..	4½ months additional furlough.

This additional furlough and any balance of the six months furlough earned, but not taken, during the normal tenure, may be taken on one occasion only during the period of extension of tenure, either by itself or in combination with the privilege leave to the officer's credit, subject to the restrictions that the furlough and leave so combined does not exceed 8 months in all, and that the total furlough availed of during the period of extension does not exceed six months.

NOTE.—Any leave granted in consequence of field or quasi-field service referred to in paragraphs 63, 64, 65, Pay and Allowances Regulations, Part II, and paragraph 348, Pay and Allowances Regulations, Part I, shall be excluded for the purpose of the limit of eight months. A-29607 (A. G.-10).

893. Personal staff.—When a G.O.C.-in-C. or district commander embarks on leave beyond Indian limits his personal staff, if not appointed to the staff of the relieving general, will be considered as on leave. If granted leave out of India by competent authority, such leave will not prejudice their title to any leave which they may have earned.

894. Special orders regarding Aden.—Charge of an office may not, without the previous sanction of the G. of I., be relinquished or resumed by officers visiting Aden on duty preparatory to retirement from the service, or while proceeding on, or returning from, leave.

894-A. Equitation School.—(i) British officer students will be permitted to proceed on two months *vacation* on the conclusion of the *long* course under the authority of the commandant. This *vacation* can only be spent in India ; it will not be classed as leave, and may not be combined with any other form of leave. (ii) Leave at the conclusion of the *short* course will be granted at the discretion of the officer commanding unit concerned. A.-28681 (A. G.-11).

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(d) Officers of the British service.

B.-6284 (A. G.-11). **895.** Except under very special circumstances, leave on private affairs is inadmissible to an officer until he has completed 10 months' duty on the Indian establishment. All applications in which it is desired to relax this rule will be submitted to the Military Secretary Army Headquarters, for approval before the leave is sanctioned.

Applications for leave under Indian regulations from officers serving at Imperial stations, who are under orders to proceed to India either with their unit or to join their unit will not be entertained.

A.-38951 (A. G.-11.-D) **895-A. Reversion to Home establishment from leave.**—A regimental officer belonging to a unit on the Indian establishment is not eligible for leave under Indian regulations beyond the date on which his pay ceases to be chargeab'e to Indian revenues, *i.e.*, the date on which the pay of his unit is transferred to the home establishment. Officers belonging to units which are due to leave India may be granted leave to the date of arrival of the unit at home or other imperial station, provided the sanction of the War Office is obtained.

A.-28163 (A. G.-11) When leave is granted to medical and departmental officers and officers in staff or extra-regimental employ who revert to the home establishment without returning to India, the order granting the leave will state that reversion takes place either upon the expiration of the leave or from the date of succession on the Indian establishment, whichever may happen first.

A-45496 (A. G.-11). The grant of leave under Indian regulations will be inadmissible when an officer is transferred *on duty* from an appointment in India to another appointment under the Imperial Government. In such cases an officer will be regarded as travelling direct from duty to duty.

A.-38322 (A. G.-11). **895-B. Regimental officers on leave in the United Kingdom.**—In cases where a short period intervenes between the date of the termination of an officer's leave and the date of arrival of his unit in the United Kingdom, the officer will, ordinarily, be granted an extension of leave up to the date of arrival of the unit. The maximum amount of leave (12 months) admissible under para. 875 (3) may be exceeded in such cases.

A.-38951 (A. G.-11). **895-C. Officers attached to units**—Officers of the British service who are attached to units on the Indian establishment after vacating staff or extra-regimental appointments, or on completion of a course at the Staff College, Quetta, will be eligible for leave in or out of India, pending the receipt of posting orders from the War Office. Such officers, if supernumerary to the establishment of their units of attachment, may be granted leave only on the condition that if they are posted on absorption to a unit not on the Indian establishment, the unexpired portion of the leave will be automatically cancelled with effect from the date of their transfer to the home establishment or other Imperial station.

896. Officers with detachments.—Officers proceeding to the U. K. with detachments may be granted leave up to six months without forfeiting their claim to return passage.

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897. Adjutants.—An adjutant of a British unit proceeding on leave out of India for a period of over nine months will only be permitted to retain his appointment until the expiration of the first nine months of his leave.

898. U. L. officers with British units.—An officer of the U. L. until he completes one year's duty with a British unit is under British leave rules. He will only be granted leave during the period in urgent cases.

899. An officer of the R. E. [except a continuous service officer or an officer of the R. E. (Indian army)] and of the Royal Corps of Signals will, during his first five years of Indian service, be granted leave under British service rules. After that period he may, if in military employ, be granted leave under the rules for the British or Indian service whichever he may prefer, or, if in civil employ, under the rules for the British service, or the civil rules (*vide* para. 913) whichever he may prefer. Continuous service officers (except major-generals) and officers of the R. E. (Indian army) come under the rules for the Indian service if in military employ, or under the civil rules if in civil emp'oy.

An officer of the Royal Engineers or Royal Corps of Signals in military employ who has the option of taking leave under either the British service or the Indian army leave rules will be required to state, on each occasion on which he proceeds on leave, by which of the rules he elects to be governed. The decision will be indicated in the furlough certificate (I. A. F. Z. 2053) and, the orders notifying the grant of the leave, a copy of which will be forwarded by the sanctioning authority to the audit officer concerned who will record the decision on the officer's last pay certificate. B.-5467 (A. G. 11).

900. R. A. officers.—An officer on first appointment to the Indian pack artillery, F. G. A., or Kashmir artillery is ineligible for leave *ex*-India on p. a., or for leave in India beyond six months until he has served for a continuous period of two years immediately preceding such leave. An officer on re-appointment to the Indian pack artillery, F. G. A. or Kashmir artillery is eligible for leave *ex*-India on p. a. or leave in India beyond six months provided he is thoroughly efficient at pack artillery work and is so reported on by the district artillery commander in the case of officers serving in batteries forming part of the divisional artillery, or by the R. A. inspecting officer in the case of officers serving in units which do not form part of divisional artillery of the field army.

901. Leave pending retirement or resignation.—The grant of leave pending retirement or resignation to officers of the British service serving on the Indian establishment will be restricted as follows:— A-47860 (A. G. 11).

(1) *In the case of resignation.*—The privilege leave due, or if the privilege leave due is less than sixty days, combined leave or leave on private affairs, as the case may be, for a period not exceeding two months.

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(2) *In the case of retirement—*

(*a*) Combined leave up to a maximum period of eight months, provided no leave (other than casual leave) has been taken during the *previous three years.*

(*b*) Combined leave up to a maximum period of *five months,* provided no leave (other than casual leave) has been taken during the *previous two years.*

(*c*) In other cases, the privilege leave due, or if the privilege leave due is less than sixty days, combined leave or leave on private affairs, as the case may be, for a period not exceeding two months.

The grant of leave in such cases will be inadmissible beyond :—

(*i*) the date fixed by the War Office for the officer's retirement.

(*ii*) the date of expiry of an officer's tenure of appointment.

(*iii*) the date on which an officer will complete four years in the rank of lieutenant-colonel.

(*iv*) the date of expiry of an officer's Indian tour.

(*v*) the date of succession on the Indian establishment.

Officers retiring on being superseded for promotion will not be granted leave beyond the date of expiration of two months from the date of disembarkation in the United Kingdom.

In notifying the grant of such leave the order will clearly indicate that the leave is pending retirement.

Application from officers on leave in or out of India to retire or resign their commissions, will be submitted in sufficient time to obviate the necessity of their applying for extensions of leave while awaiting the announcement in the London Gazette. Such officers are eligible for an extension of leave, with pay, up to the maximum period admissible under paragraph 875 (3). In exceptional cases only will an extension of leave, without pay, be granted beyond the maximum period of 12 months in order that the applicant may be saved the expense of rejoining in India for a short period. The necessary extension will be granted by the authority under whose orders the leave was originally granted.

Officers will not delay the submission of their applications to retire or resign their commissions until they have proceeded on leave with a view to obtaining a longer period of leave than they would otherwise be entitled to. Sanctioning authorities will ensure, as far as possible, that no attempt is made by individual officers to evade the rules.

The restrictions imposed by paragraph 20 (*iv*), Passage Regulations, India, with regard to the grant of advance passage concessions, will be strictly adhered to.

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902. Leave on medical certificate.—Leave on medical certificate to British service officers on the Indian establishment other than those officers who are eligible for leave under the rules applying to the Indian services, is admissible under the Royal Warrant for Pay. Subject to the provisions of paragraphs 371 and 872, such leave reckons from the date on which the officer is struck off duty on account of ill-health or the day following that upon which the officer last performed duty prior to being placed on the sick list, whichever is earlier, but the period specified by a medical board to be spent out of India commences from the date of embarkation (see paragraph 872). When an officer falls sick while on leave, the maximum period will be reckoned from the date on which he reports sick. Z.-4294 (D. M. S.).

The amount of leave admissible to an officer of the British service recommended for leave on medical certificate, who has previously been granted a period, or periods, of sick leave on account of the same disability, will be determined by the War Office, and no specific period of leave should in such cases be granted when the officer is invalided to the United Kingdom, the facts of the case being reported for the orders of the Army Council.

All orders notifying the grant of leave on medical certificate *ex*-India to British service officers will contain full particulars regarding any previous periods of absence on the sick list or on sick leave on account of the same disability. A copy of the order will be forwarded to the audit officer concerned who will ensure that it is attached to the officer's last pay certificate.

An officer of the British service granted leave on medical certificate to the United Kingdom is not necessarily required to rejoin in India immediately on the expiration of the leave originally granted to him. Any extension of leave and all arrangements for the officers' return passage will be made by the War Office. On the expiration of their original leave such officers will continue to be shown on leave on medical certificate in all returns and reports until they rejoin or until definite information regarding them is received from the War Office.

British service officers who proceed on leave on medical certificate in India may be granted not more than six months' leave in the first instance. This leave may be combined with privilege leave, and may be extended by three months at a time subject to a maximum of two years' continuous absence from duty. Z.-4294 (D. M. S.-1).

(e) British officers of the Indian army.

903. Continuous service R. E. and R. A. officers.—These rules are also applicable to continuous Indian service officers of R. E. and R. A. in military employ, also officers of the R. A. serving with headquarters of Indian pack artillery brigades, Indian batteries and Pack Artillery Training Centre. In the case of detached units of sappers and miners leave will be granted by the district commander in consultation with the commandant of the corps concerned. A.-24714 (A. G.-4).

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904. Forfeiture of appointment.—Leave whether in or *ex*-India does not involve forfeiture of appointment except as provided for in paragraph 882.

905. Leave season, for officers, serving with training formations.—British officers of the Indian army, serving with training battalions shall be eligible for leave which may be combined with privilege leave in and out of India and privilege leave at the discretion of the district commander. Leave and privilege leave may be granted to these officers at any time of the year. This rule also applies to officers serving with headquarters and depot companies, sappers and miners, the signal training centre, Jubbulpore, the R. A. training centre, Deesa, and the pack artillery training centre, Lucknow.

906. Limits of extension of leave.—No extension of leave involving absence from duty for more than two years whether taken in or out of India may be granted except on specially urgent grounds and without pay. The two years' limit does not include time spent at the Staff College, Camberley, or time spent *ex*-India to qualify in foreign languages (which counts as duty).

An officer who is prevented by ill-health from returning to duty within the maximum period of two years' absence will, unless specially granted an extension of leave without pay, be placed on the temporary non-effective list or on the retired list as the circumstances of the case may require. An officer will also be liable to be placed on half pay or on the retired list should his health require an undue amount of leave whether in or *ex*-India. This power will be exercised by the G. of I. at the instance of the authority empowered to sanction the leave, if the officer be in India, or if he be at home by the S. of S. for India.

907. Indian Signal Corps.—British service officers (other than R. E. and R. C. S. officers) seconded in their units for service in the Indian Signal Corps are under the leave rules for the Indian army.

908. Leave on return from duty under the Imperial Government.—Officers on return to India from duty under the Imperial Government, other than duty with their units in the colonies are eligible for the privilege leave earned by them prior to their departure from India. Such duty will not count as qualifying service for privilege leave except with the specific sanction of the S. of S.

Leave other than any taken under Indian regulations of the nature of privilege leave which may have been granted whilst on such duty shall not be deducted from the amount of privilege leave due on return to India.

909. Leave on m. c. to a colony.—When an officer of the Indian service proceeds on leave on medical certificate from India direct to a dominion or colony, all necessary action, including arrangements for his medical examination and the issue of orders regarding the grant to him of an extension of leave, shall be taken by the authorities in India. A statement showing the amount of leave granted, the date on which the leave will expire, as well as the date of the officer's embarkation from India, and his address outside India, together with

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a copy of the medical board proceedings will be forwarded to the Military Secretary, Army Headquarters. The amount of leave granted, etc., and any subsequent changes, will be intimated direct to the India Office, by the authority sanctioning the leave. A.-31067 (A. G.-11).

In the case of an officer on leave in the U. K. who is subsequently permitted to proceed to a dominion or a colony, and an officer who proceeds to a dominion or colony *viâ* the U. K. provided he is instructed to report to the India Office on arrival in the U. K. necessary action will be taken by the Under Secretary of State for India.

909-A. Leave on p. a. to a colony.—When an officer of the Indian service proceeds on leave on private affairs from India direct to a dominion or a colony outside Europe, full particulars as to the amount of the leave granted, etc., and any subsequent changes, will be furnished direct to the India Office by the authority sanctioning the leave.

910. Restrictions to leave.—An officer on first appointment will not be granted any leave, except casual or privilege leave or leave on m. c. until he has served two years with his unit and has also passed the examination prescribed for permanent retention in the I. A. or such other test as may be substituted for it. If the competent authority considers that an exception should be made on very urgent grounds he will refer the matter to the district commander, who may grant leave at his discretion. If an officer appointed to the I. A. from the U. L. or from a British unit, who has not qualified for retention in the I. A., is granted leave on m. c. his case will be reported to the M. S., A. H. Q.

(f) Chaplains.

911. A Chaplain, Church of Scotland, Indian Ecclesiastical Establishment, attached to a regiment and likely to return to that or some other regiment on the expiration of leave, may be granted leave, under the Fundamental Rules, up to a maximum of four months; but when the period of leave applied for exceeds four months, or when it is known that the services of the chaplain applying for leave will not, on the expiration of the leave, remain at the disposal of the military authorities, the chaplain's services will be placed by the Army Department at the disposal of the civil authority concerned with a view to his being granted the leave by that authority. A. D. No. 141-Eccl., 21-4-24.

3. OFFICERS AND OTHERS IN CIVIL EMPLOY.

912. Military officers in civil employ.—An officer in permanent civil employ whose services are temporarily placed at the disposal of H. E. the Commander-in-Chief must obtain leave from the civil department, to which he will revert for that purpose.

Officers while in permanent civil employ are not affected by Indian army leave rules, but if desirous of retiring on pension direct from such employment they will whether on duty or furlough, be given the benefit of the rule which allows all previous leave to count as service for pension.

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An officer in civil employment may not place himself out of employment in order to take leave under Indian army rules or for any purpose but immediate retirement. An officer is under civil leave rules as long as he remains in permanent civil employ. An officer does not come wholly under the civil rules by being transferred to a civil appointment the tenure of which is limited to a definite period nor by officiating in the civil department for less than three years.

913. Military officers and others in civil employ are entitled to leave as under :—

(*a*) Officers subject to civil leave rules :—

(*i*) Privilege leave and leave of other kinds under Chapters XI, XII, XII-A and XIII, C. S. R.

(*ii*) Combination of various kinds of leave subject to the conditions and limitations of Articles 232 and 233, C. S. R.

(*iii*) Leave under Fundamental Rules Nos. 53 to 93 to those who come thereunder from and after 1st January 1922.

NOTE 1.—The leave of chaplains of the Church of Scotland attached to Scottish Regiments is regulated by Chapter XXVII of the C. S. R.

A.-16054 (A. G.-9).

NOTE 2.—Leave granted under Fundamental Rule 86 does not operate as an extension of military employment beyond the age-limits prescribed in paragraph 107. The officer's retirement from military employ is carried out from the date of reaching the age limit, but his pension is held in abeyance until the expiry of the leave.

(*b*) Officers subject to military leave rules :—

(*i*) Privilege leave under Chapter XII, C. S. R. Examination leave may also be granted in certain cases under the regulations in this chapter.

(*ii*) Other leave under the military rules to which they are subject.

(*iii*) Combination of privilege leave under (*i*) with (*ii*) subject to the conditions and limitations in Articles 232 and 233, C. S. R., but the period of absence from duty with pay must not exceed two years. (See P. and A. Regulations.)

(*iv*) Leave under Fundamental Rule 100 to those who come thereunder from and after 1st January 1922.

NOTE.—The combined leave of an officer of the Indian Medical Service holding an administrative appointment is regulated by paragraph 892, unless he is subject to the Fundamental Rules.

(*c*) Departmental officers warrant and non-commissioned officers serving in a civil department :—

(*i*) Privilege leave under Chapter XII, C. S. R.

(*ii*) Other leave under the military rules to which they are subject.

(*iii*) Combination of (*i*) and (*ii*) subject to the conditions and limitations of Articles 232 and 233, C. S. R., but the period of absence from duty with pay must not exceed two years. (See P. and A. Regulations.)

(*iv*) Leave under Fundamental Rule 100 to those who come thereunder from and after 1st January 1922.

(*d*) Civilian employees and clerks under Indian Service rules :—

(*i*) Privilege leave under Chapter XII, C. S. R.

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(ii) Other leave under Chapters XII-A and XIV, C. S. R.

(iii) Combination of (i) and (ii) subject to the conditions and limitations of Articles 232 and 233, C. S. R.

No medical pupil is entitled to privilege leave until passed his examination.

4. OFFICERS AND W. OS. OF DEPARTMENTS (U. L.), OTHER SOLDIERS (U. L.)

(a) Officers and w. os. of departments (U. L.).

914. Departmental officers and w. os.—Departmental officers and w. os. of the U. L. are granted leave under the following rules:— A.-24502 (A. G.-11).

(a) Privilege leave up to a maximum of 60 days in the year. Ninety days is admissible when serving in the districts and at the stations referred to in para. 880. Accumulated privilege leave is admissible under para. 880-A.

(b) Leave in or out of India for one year extensible to two years' absence from duty on m. c. or urgent grounds. Extensions of leave on medical certificate will only be recommended when there is a reasonable prospects of the officer or warrant officer again becoming fit for duty. B.-707 (A. G.-11).

(c) Casual leave not exceeding 10 days may be granted at the discretion of the officer under whom the man is serving.

(d) Leave pending retirement is restricted to a maximum period of 12 months.

When leave out of India is recommended by a medical board the total amount granted in the first instance may exceed one year. B.-707 (A. G.-11) A.-32161 (A. G.-11).

915. Retirement from privilege leave.—If a departmental officer or w. o. is permitted while on or at the expiration of privilege leave to retire from the service his privilege leave will not be converted into ordinary leave.

916. Limits of extension of leave.—A departmental officer, or w. o. who is prevented by ill-health or other unavoidable circumstances from returning to duty within the maximum period of two years' absence will, unless specially granted an extension of leave without pay, be placed on the half pay or the retired list as the circumstances of the case may require. He will also be liable to be placed on the half pay or the retired list should his health require an undue amount of leave whether in or out of India. This power will be exercised by the G. of I. at the instance of the authority empowered to sanction the leave if the individual be in India or if he be at home by the S. of S.

(b) Non-departmental w. os. and all n. c. os. of the U. L.

917. Privilege and casual leave.—At the discretion of the sanctioning authority privilege and casual leave is also admissible to non-departmental warrant and all n. c. os. on the U. L. and to n. c. os., who are officiating as serjeants in the I. A. O. C. who are permitted to take privilege leave during the period of their officiating service on condition that they are not replaced while on such leave. A.-24502 (A. G.-11).

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Amount of Privilege leave admissible.—Up to a maximum of 60 days in the year. Ninety days is admissible when serving in the districts and at the stations referred to in para. 880. Accumulated privilege leave is admissible under para. 880-A.

918. Leave on p. a.—Leave may be granted in India on p. a. to non-departmental warrant officers and all n. c. os. on the U. L. for any period not exceeding six months, but this is only admissible after six years' service except in special cases.

A.-24718 (A. G.-11).

919. British soldiers may be permitted to avail themselves, either in or out of India of any privilege leave that they may have to their credit, pending discharge. Those who have no privilege leave due to them may be granted one month's furlough in India pending discharge, for the purpose of taking up civil employment. The grant of furlough to a soldier with no privilege leave to his credit who is proceeding to the U. K. for discharge, and to a soldier proceeding to the U. K. for transfer to the Army Reserve, will be governed by the rules prescribed in paragraph 1516, King's Regulations.

A.-41825 (A. G.-11).

A.-40266 (A. G.-11).

920. Leave to the U. K.—Non-departmental warrant officers and all n. c. os. of the U. L. may be granted leave on p. a. (or combined leave) to the U. K., or in the case of such soldiers whose home is in a colony, to the colony, up to a limit of twelve months and subject to the conditions :—

(*i*) they have completed six years' continuous service in India, and have re-engaged,

(*ii*) they have two years' unexpired service on return from such leave,

(*iii*) no expense beyond that of conveyance is caused to the state.

(*iv*) those who have been permitted to continue in the service beyond 21 years will be required to sign the second certificate referred to in paragraph 924.

B.-559 (A. G.-11).

Personnel of the U. L. coming under this paragraph who are sent on duty *ex*-India to places other than the U. K., will be allowed to count service so rendered towards the six years' continuous service in India referred to in (*i*) above.

A.-40266 (A. G.-11).

The w. os. and n. c. os. referred to in clause one may also be granted leave up to twelve months, whether normally eligible or not, when recommended by a medical board, to accompany their invalid families.

921. Special payment furloughs.—Non-Departmental warrant officers and all U. L. n. c. os. may be granted special payment furlough at any time under the conditions laid down in para. 925. Such furloughs will not, however, count against the total of 225 for regimental ranks.

922. Leave on medical certificate.—When non-departmental warrant and n. c. os. on the U. L. cannot be sent to a sanitarium for duty they may be granted leave in India on m. c. up to six months in the first instance which may be extended to one year.

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Leave out of India on m. c. up to one year may be granted by a district commander on the recommendation of a medical board to a soldier on the U. L., who has re-engaged or in special cases to be approved by the G. of I. declared in writing his willingness to do so as soon as eligible. Extensions of leave up to a maximum of eighteen months may be sanctioned at the discretion of the S. of S., provided the medical board at the India Office consider that there is a reasonable prospect of the soldier becoming fit for further service in India within that period.

Extensions of leave will be granted by the Secretary of State for India who will communicate the sanction to the Government of India. Those granted leave on medical certificate will, before their leave expires, be subjected to a medical examination, under orders to be communicated by the India Office. If their state of health does not permit of their returning to India to duty, their leave will be extended or they will be discharged if reported unfit for further service. A.-28644 (A. G.-11).

922-A. All non-departmental w. os. and all n. c. os. on the U. L. may be granted special furlough under the conditions prescribed in paragraph 924 read in conjunction with paragraph 920. A.-33777 (A. G.-11). A.-48923 (A.G. 11).

5. FURLOUGH AND LEAVE TO RANKS OF BRITISH UNITS, SIGNAL UNITS, PACK ARTILLERY AND ROYAL ENGINEERS.

923. Furlough conditions.—Furlough for six months may be granted to the U. K. or in the case of a soldier having his home in a colony, to such colony, under the following conditions:—

(*i*) He has not registered his name for the home establishment.

(*ii*) No expense beyond that of conveyance is caused to the state.

(*iii*) He does not belong to a unit about to leave India, in which case furlough will only be exceptionally granted.

(*iv*) He has completed six years' continuous service abroad and is serving under an original or extended twelve years' engagement or has re-engaged.

(*v*) He has two years' unexpired service on return to India from such furlough. A.-27605 (A. G.-11).

Soldiers eligible:—

(*a*) Regimental w. os. and n. c. os., bandsmen. buglers, drummers. pipers, trumpeters.

(*b*) Warrant and n. c. os. and men of the Indian Signal Corps borne on the India Unattached List and those borne on the special roster (Royal Corps of Signals, India)..... furlough is restricted to 16 per cent. of the total number of U. L. and special roster ranks. The furlough vacancies under this clause will be distributed by the officer-in-charge, records, Signal Training Centre, India. A.-47228 (A. G.-11).

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A.-24795 (A. G.-11).

(*c*) N. c. os. and men pack artillery. Furlough under this rule is restricted to 5 per cent. per battery.

(*d*) Farriers, saddlers, assistant saddlers, saddle-tree makers, wheelers who are not n. c. os.

A.-33713 (A. G.-11).

(*f*) Warrant officers and non-commissioned officers of the armourer and armament artificers sections of the R. A. O. C.

A continuous Indian service R. E. non-commissioned officer who has re-engaged to complete 21 years' service will be eligible for one year's furlough to the United Kingdom after each complete period of seven years' service in India. This rule will also be applicable to R. E. warrant and non-commissioned officers who are permitted to extend their service beyond 21 years.

Except in the case of a soldier having his home in a colony and wishing to proceed thereto, no furlough should be granted which would expire when transports are not running, unless the individual agrees to make his own arrangements for his return passage.

The classes specified may be again granted furlough under these rules on completion of a further qualifying period of service abroad; in the case of n. c. os. of pack artillery four years from date of return from last furlough. Those sent home for courses of instruction may be allowed to reckon the period thus spent as Indian service for all purposes, provided they return to India by the first public opportunity after completion of the course.

For the purpose of reckoning service abroad—

(*a*) all service, in war or peace, within the United Kingdom, the Channel Islands or the Isle of Man will be considered as service at home;

(*b*) all service, in war or peace, outside the United Kingdom, the Channel Islands or the Isle of Man will be considered as service abroad:

(*c*) a period of service abroad will be considered as having been terminated by the beginning of any continuous period of six months' service at home:

(*d*) no period of less than six months' continuous service at home will be considered as breaking the continuity of a period of service abroad, but every such period of service at home will be excluded in reckoning six years' continuous service abroad.

924. Special furloughs.—A soldier having completed the qualifying period of service abroad for furlough as specified in para. 923 though ineligible to extend his colour service or re-engage under the K. R., may be specially granted furlough on his furnishing the following agreement:—

"I fully understand that this furlough will be granted on the condition that I will extend my colour service to complete

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twelve years, or re-engage on becoming eligible to do so. In the event of my applying for transfer to the army reserve or discharge I am aware that I shall be required to refund to Government the cost of passage availed of on account of this furlough to and from the U. K. or the colonies. I will also be liable for the cost of passages provided for my family."

To the above agreement will be added a certificate by the unit commander or head of department to the effect that there is no reason why the soldier should not be permitted to extend or re-engage when eligible to do so.

The grant of furlough is conditional on the understanding that a soldier will not have less than two years' unexpired service on return to India from such furlough. This restriction may be waived by the district commander in the case of regimental w. os. and n. c. os. (if otherwise qualified and recommended) on the applicant furnishing with his application for furlough a written and signed agreement in the following terms:—

"I fully understand that this furlough will be granted on the condition that, if so required, I will serve a further period of two years in India after my return from the said furlough; and if I should claim my discharge under the provisions of section 85, Army Act, or if I should apply for my discharge on reduced pension before the completion of such further period of service, I will be liable to refund to government the cost of my passage of this furlough to and from the U. K. I will also be liable to the cost of the passages to the U. K. of my family.

The equivalent of the cost of my passage from the U. K. to India shall be recovered from me in the event of my taking my discharge without returning to India."

To the above agreement will be added a certificate by the individual's unit commander to the effect that to the best of his knowledge and belief there is no reason why the soldier should not be able to serve two years in India after return from furlough.

The cost of the passage will be based on the rates charged for payment furlough.

If a soldier is granted furlough on the condition that he extends his service or re-engages, and his application to do so is subsequently refused by the officer-in-charge records concerned he will not be called upon to refund the cost of his passage. **A.-29265 (A. G.-11).**

A certified true copy of the agreement signed by the soldier will be attached to the copy of the furlough certificate (I.A.F.L. 1174) sent to the Secretary, Military Department, India Office. **A.-47836 (A.G.-11).**

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925. Payment furloughs.—Furloughs out of India other than those mentioned in paras. 923 and 924 may be granted as follows:—

B.-6017 (A.G.-11).

Ordinary payment furloughs.—(*a*) To all regimental ranks, after two years' service in India or Burma, on payment of current authorised rates for the double journey by those eligible for and allotted 2nd or 3rd class passages, provided they fulfil the following conditions:—

(*i*) Every man shall satisfy his unit commander that he has some urgent and valid reason necessitating his presence at home. The wish to get away from India for a short time for a change shall not be treated as a valid reason.

(*ii*) Every man shall be an efficient soldier, *i.e.*, in receipt of proficiency pay.

B.-41187 (A.G.-11).

(*b*) Absence on furlough under these rules will not be held to break continuity of foreign service for purposes of transfer to the home establishment, or for the grant of free furlough under paragraph 923.

(*c*) The furloughs granted under these rules are only to be granted during the summer months, the men proceeding home by the last transport of the trooping season and returning by the first of the following season and are restricted to a total of 225 which are allotted as follows:—

A.-45607 (A.G.-11).

Peshawar District	24
Rawalpindi District	16
Lahore District	20
Kohat District	5
Waziristan District	5
Meerut District	15
Presidency and Assam District	13
Lucknow District	15
Delhi Independent Brigade Area	8
Central Provinces District (excluding 10th Jubbulpore Infantry Brigade)	18
Deccan District (including 10th Jubbulpore Infantry Brigade)	20
Madras District	12
Bombay District	7
Poona Independent Brigade Area	14
Baluchistan District	16
Zhob Independent Brigade Area	3
Sind Independent Brigade Area	6
Burma Independent District	8
Total	225

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Any redistribution of the above number of furloughs within commands may be authorised by the G. O. C.-in-C. concerned and any reallotment between commands may be arranged between G. Os. C.-in-C. provided that the total of 225 furloughs is not exceeded.

(*d*) Furlough as above may again be granted on completion of further qualifying period of service specified in (*a*).

Special payment furloughs.—A district commander may, if he is satisfied as to the urgency of the case, grant special payment furlough during the non-trooping season to any regimental soldier, for such period only as the circumstances necessitate.

The condition in (*a*) as regards length of service in India, character and proficiency pay may, in very urgent and special cases, be waived by the district commander.

The number of such furloughs granted shall be included in the total number of 225 in (*c*) which is not to be exceeded.

In the event of transport accommodation being provided the actual government rates shall be charged.

In the case of special payment furlough granted under this rule, the soldier shall pay his travelling expenses and the furlough will not be sanctioned until he has deposited with his unit commander for transmission to the O. C. records for safe custody, either a sufficient sum of money to provide for his return passage, or the return half of the passage ticket, if a return ticket has been purchased. In the case of non-departmental warrant officers and all non-commissioned officers of the I. U. L., the cost of return passage or the return half of the passage ticket, will be forwarded to the Secretary, Military Department, India Office. B.-900-5 (A. G.-11), A. D. 1.

When a soldier granted payment furlough (ordinary or special) is accompanied by his family and provided with accommodation by government, the following rates for passage will be charged. Q. M. G.'s case No. 56475.

For each member over eight years of age if provided with passage by transport, and twelve years of age and over if provided with passage by private steamer—actual government rates according to the class of accommodation provided.

For each child over two and under eight years of age, if passage is provided by transport, and over three and under twelve years of age if passage is provided by private steamer—half the actual government rates according to the class of accommodation provided.

Infants under two years of age when travelling by transport, and one infant under three years of age when travelling by private steamer—free.

Additional children under three years of age when travelling by private steamer—¼ fare each.

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926. Furlough to accompany family.—When a medical board recommend that a w. o. or n. c. o. above the rank of serjeant, a short term R. E. w. o. or n. c. o. above the rank of serjeant, or a n. c. o. holding an appointment normally involving reversion to the rank of serjeant for purpose of absorption in the home establishment, should accompany his sick family to the U. K., he may be granted furlough for six months. A serjeant or soldier below that rank, if entitled to furlough under para. 923, should be granted furlough; if he is not entitled to such furlough, he should be transferred to the home establishment.

In the case of a soldier of the R. E. establishment not serving on a short engagement, he may be granted furlough up to 12 months, but should his wife be permanently invalided he shall have the option of reverting to the home establishment in his corps rank.

A British soldier who is not eligible for furlough may be granted special furlough with free passage to and from the U. K. for the purpose of accompanying his motherless children in order to make arrangements for their guardianship. The period of such furlough will be determined by the district commander.

927. British soldiers. Leave in India.—The unit commander may grant furlough in India up to a maximum of six months to British soldiers of good character, but during the training season this furlough will only be sanctioned as a special case. Furlough granted to a soldier towards the termination of his army service for the purpose of taking up civil employment shall not exceed one month.

A.-24502 (A. G.-11). 60 days' privilege leave in the year is admissible to R. E. soldiers of the Indian establishment. Ninety days is admissible when these soldiers are serving in the districts and at the stations referred to in para. 880. Accumulated privilege leave is admissible under para. 880-A.

A.-24718 (A. G.-11). R. E. Soldiers of the Indian establishment may be permitted to avail themselves, either in or out of India of any privilege leave that they may have to their credit pending discharge. Those who have no privilege leave due to them may be granted one month's furlough in India pending discharge for the purpose of taking up civil employment.

B-3796 (A.G.-11). The grant of furlough to a soldier, who is proceeding to the United Kingdom for discharge, and who has no privilege leave to his credit, and to a soldier proceeding to the United Kingdom for transfer to the Army Reserve, will be governed by the rules prescribed in paragraph 1516, King's Regulations.

Casual leave may be granted up to ten days.

A.-28634 (A. G.-11). Unit commanders will report the names of soldiers granted leave, and the dates between which leave is granted, to the O. C. station to which the soldier is proceeding on leave.

A.-29021 (A. G.-11). **928. R. E. m. c. leave.**—Furlough out of India on m. c. up to one year may be granted by a district commander on the recommendation

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of a medical board to a soldier of the Royal Engineers who has elected continuous Indian service, who has re-engaged or, in special cases to be approved of by the G. of I., declares in writing his willingness to do so as soon as eligible [see app. XXVII (*f*)].

Extensions of leave up to a maximum of eighteen months may be sanctioned at the discretion of the Secretary of State provided the medical board at the India Office consider that there is a reasonable prospect of the soldier becoming fit for further service in India within that period.

Soldiers of the Royal Engineers who have elected continuous Indian service may be granted leave in India on the recommendation of a medical board up to six months in the first instance, which may be extended to one year. A.-29021 (A. G.-11).

928-A. Signal Corps furlough.—Furlough to the United Kingdom, for a period not exceeding six months, may be granted during the last year of their tour of service to warrant and non-commissioned officers of the Royal Corps of Signals who extend such tour of service in India by a further five years. A.-47108 (A. G.-3).

Warrant and non-commissioned officers, who are not eligible to extend their colour service or re-engage, will be required to sign the first agreement referred to in paragraph 924.

929. Signal corps m. c. leave.—Furlough out of India on m. c. for a period of six months, which may be extended to twelve months if necessary, may also be granted to soldiers of the Indian Signal Corps, who have extended their service to complete twelve years, or who have re-engaged.

Extension of leave up to a maximum of eighteen months may be sanctioned at the discretion of the S. of S., provided the medical board at the India Office consider that there is a reasonable prospect of the soldier be oming fit for further service in India within that period.

930. A. E. C.—Warrant officers and non-commissioned officers of the Army Educational Corps who have completed a total of 5 years abroad and have extended their service for another five years may be granted furlough for six months. A.-44925 (A. G.-7).

930-A. Schoolmistresses.—Schoolmistresses who have completed a total of 5 years abroad and have extended their service for another five years may be granted furlough for six months.

Leave on medical certificate *ex*-India may be granted to army schoolmistresses for six months, and in exceptional cases, up to a maximum of 2 years. A statement showing the amount of leave granted, with a copy of the medical board proceedings, will be forwarded direct to the India Office by the authority sanctioning the leave. A.-21117 (G. S. M. T.-2).

Leave on medical certificate in India may be granted up to a maximum of six months. A statement showing the amount of A.-24287 (A.G.-11).

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leave granted, with a copy of the medical board proceedings, will be forwarded direct to the Chief of the General Staff by the authority sanctioning the leave.

930-B. Leave on m. c. or p. a. to a colony.—The procedure prescribed in paras. 909 and 909-A for officers of the Indian service will be followed in reporting the grant of leave, extensions of leave, etc., to departmental officers, warrant and non-commissioned officers of the Indian establishment proceeding on leave on p. a. direct from India to a dominion or colony outside Europe. In the case of leave on m. c. a statement showing the amount of leave granted, etc., and a copy of the medical board proceedings will be forwarded direct to the India Office by the authority sanctioning the leave.

6. INDIAN OFFICERS HOLDING THE VICEROY'S COMMISSION, INCLUSIVE OF THOSE HOLDING THE KING'S HONORARY COMMISSION, SOLDIERS AND ENROLLED FOLLOWERS SERVING WITH UNITS AND FORMATIONS OF THE INDIAN ARMY.

931. Leave of absence will be of three kinds :—

A.-46128 (A. G. 11).

(*a*) (*i*) *Furlough.*—Three months' furlough annually may be granted to a maximum of fifty per cent. of those Indian officers, soldiers and enrolled followers who have over two years' service. Furlough includes free return passage as laid down in Passage Regulations, India.

B.-5804 (A. G. 11).

(*a*) (*ii*) Trained men serving with training battalions (except the training battalion of the Burma Rifles group) may be granted *one furlough during their tour of duty.* On rejoining the active battalion these men will resume the same position on the furlough roster that they held when they left it to join the training battalion. Trained men whose tour with the training battalion is extended beyond two years, will, after such extension, be governed by (*a*) (*i*) above.

(*b*) *Leave.*—Three months' leave annually at their own expense, may be granted to all those Indian officers, soldiers and enrolled followers having over one year's service, who are not granted furlough under (*a*) above.

(*c*) *Casual Leave.*—Casual leave may be granted at the discretion of unit commanders.

B.-2941 (A. G. 11).

(*d*) *Leave on medical certificate.*—Recruits with less than one year's service may be granted leave on the recommendation of a medical board up to a maximum period of two months. Free return passage as laid down in Passage Regulations, India, will be admissible.

Indian officers, soldiers and enrolled followers will not be permitted to proceed on furlough and leave in the same year, except in the case of those allowed to accumulate under "special cases" (*ii*), or to proceed on furlough two years consecutively, except in the case of men referred to in (*a*) (*ii*) above.

B.-5804 (A. G. 11).

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The period during which furlough or leave will be open and the percentage to be absent at any one time will be a matter for the discretion of district or independent brigade commanders.

Special cases :—

(*i*) unit commander may grant an Indian officer, soldier or enrolled follower an instalment of his next year's furlough or leave up to a maximum of two months in addition to the furlough or leave for the year in question.

(*ii*) A unit commander may permit an Indian officer, soldier or enrolled follower to accumulate furlough and leave when his home is abnormally distant as follows :—

After one season without furlough or leave.	Up to a maximum of 5 months.
After two seasons without furlough or leave.	Up to a maximum of 7½ months.

Furlough and leave taken under this rule will be granted in combination. Free return passage will be restricted to the extent given in (*a*) above.

NOTE.—A soldier or enrolled follower is allowed no accumulation in respect of the first year of his service.

(*iii*) His Excellency the Commander-in-Chief may sanction the grant of furlough or leave, other than as specified above, to Indian officers pending retirement or in other special circumstances, up to a maximum of 12 months.

Chitral.—2½ months' special furlough will be granted to Indian officers, soldiers and enrolled followers before going to Chitral. A similar concession will be admissible on return to their normal station on completion of their tour. This special furlough will be *in addition* to the normal annual furlough or leave and will generally be taken in continuation thereof, but the total amount granted at one time will not exceed five months.

932. Furlough for units proceeding and returning from overseas.— When intimation reaches a unit that it has been selected for a tour of duty overseas at a station under the imperial administration including Aden, the whole of the Indian officers, soldiers, enrolled followers and religious teachers, who will accompany the unit overseas, will be granted furlough as under, prior to leaving their stations *en route* for overseas :— A.-30088 (A. G. 11).

	Months.
3-year stations	3½
2-year stations	2½

This special furlough will be in addition to the normal annual furlough or leave admissible under para. 931 above and the period during which it will be taken and the percentage to be on leave at one time, will be decided by the district commander in whose area the unit detailed is serving. Whenever possible the special furlough under

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this paragraph will be taken in combination with normal annual furlough or leave before the unit proceeds overseas.

During the absence of the unit from India furlough or leave may not be accumulated and will be suspended, unless the tour of service overseas is extended beyond the normal tour, in which case the special orders of His Excellency the Commander-in-Chief will be obtained. On the return of the unit to India special furlough on the scale mentioned above will again be granted in combination, whenever possible, with normal annual furlough or leave.

Furlough with free return passage by rail and sea to and from their homes in India, up to a maximum of eight annually for each overseas station, may be granted at the discretion of the force commander in extreme compassionate cases.

The grant of furlough to details proceeding to join units at overseas stations will be restricted in accordance with the following scale:—

3-year stations.

If proceeding:—	months furlough.
(*i*) Within 6 months of the unit's departure ..	3½
(*ii*) More than 6 and less than 12 months after the unit's departure	2½
(*iii*) More than 12 and less than 18 months after the unit's departure	2
(*iv*) More than 18 months after the unit's departure	1

2-year stations.

If proceeding:—	
(*i*) Within 6 months of the unit's departure ..	2½
(*ii*) More than 6 and less than 12 months after the unit's departure	1½
(*iii*) More than 12 months after the unit's departure	1

The grant of furlough to details returning from units serving overseas will also be restricted on the above scale.

The rules apply to Indian soldiers, and enrolled followers detailed for a definite tour of duty with formations permanently located at overseas stations.

B.-5038 (A.G.-11).

933. Indian officers and other ranks may be granted the furlough or leave due to them, pending discharge or transfer to the reserve. The furlough or leave so granted will not extend beyond the date on which the soldier is due for discharge or transfer to the reserve, as the case may be.

934. Furlough and leave out of India.—Applications from Indian officers or soldiers for furlough, leave or casual leave out of India

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will be submitted through the usual channel to the Government of India at least two months before the date on which the applicant in each case desires to avail himself of the leave, and will contain full reasons for the application, together with a statement of the route to be traversed. Indian officers or soldiers proceeding to the United Kingdom will report themselves at the India Office immediately on arrival.

When travelling in foreign countries, they will make their presence known to the proper British officials (if any) in the place visited.

935. Furlough Certificate.—A certificate (I. A. F. L-1182) will be given to every combatant and non-combatant proceeding on furlough, leave or casual leave.

936. Overstayal of furlough or leave.—If an Indian officer, soldier or enrolled follower overstays his furlough, leave or casual leave, the unit commander may grant him an instalment of his next year's furlough or leave up to a limit of two months under paragraph 931 (i) on satisfying himself that the man's overstayal was unavoidable. A.-46128 (A. G.-11).

A further extension up to four months, making a total of six months in all, may be sanctioned by the brigade commander provided he is satisfied that the man's continued absence for over two months was unavoidable.

937. Religious teachers.—Granthis, moulvis, pandits and hypongies may be granted leave up to two months (three months in the case of those serving with Indian units in Burma and at Aden) on full pay annually, provided that no extra expense is thereby incurred. A.-32371 (A. G.-XI).

938.

939.

7. FOLLOWERS

940. Enrolled followers.—The army nomenclature of certain followers is shown in Appendix XXXII.

941. Substitutes.—District commanders may sanction the employment of substitutes in the place of enrolled or attested followers during authorised absence, or sickness, provided that the duties A.-39455 (A. G.-11).

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pertaining to the absentees cannot be carried out by other followers of the unit concerned or by followers loaned from another unit in the same station.

942. Unenrolled followers.—An unenrolled follower may be granted leave provided the state is put to no extra expense as follows :—

(*a*) Casual leave up to 20 days.

(*b*) Leave without pay for short periods as fixed by the unit commander.

(*c*) Leave on m. c. up to six months without pay.

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CHAPTER XVII.—OIL LIGHTING.

943. The scales on which free oil lighting is authorised are shown in Appendix XX. 13627—Q.-3.

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250	824	902	902	277	85	85	85
251	796-A	875-A	875-A	280	216	216	215
253	(*d*)	..	..	281	132	132	132
254	821	899	899	282	146	146	145
255	..	..	..	283	115, 146	15, 146	15, 146
256	(*e*)	..	..	284	216	216	215
257	836	914	914				

* Denotes deleted from 1930 edition.

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Table shewing the numbers of the paragraphs in the previous editions and the corresponding paragraphs in the present (1930) edition.

1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.
285	239	239	244	310	82	82	82
285-A	9	9	9	311	82, 84	82, 84	82, 84
286	31	31	31	312	83	83	83
287	32	32	32	313	349, 350 351	349, 350, 351	†349, 350, 351
288	33	33	33	314	..	..	..
289	36	36	36	315	92	92	92
290	36	36	36	316	86	86	86
291	38	38	38	317	90	90	90
291-A	39	39	39*	318	94	94	94
292	40	40	40	318-A	95	95	95*
293	41	41	41	318-B	93	93	93
294	42	42	42	318-C	97	97	97*
295	Appx. XXIX.	Appx. XXIX.	Appx. XXIX.	319	96	96	96*
296	44	43	43	319-A	..	..	..
297	43	44	44	319-B	98	98	98*
298	Appx. XXIX.	Appx. XXIX.	Appx. XXIX.	319-C	98	98	98*
299*	Appx. XXIX.	Appx. XXIX.	Appx. XXIX.	319-D	98	98	98*
300	689	780	780	320	61, 62	61, 62	61, ..
301	45	45	45	321	58, 60, 65, 66, 67	58, 60, 65, 66, 67	58, 60, 65, 66, 67
302	46	46	46	321-A	65	65	65
303	47, 48	47, 48	47, 48	322	64	64	64
304	106	106	106	323	63	63	63
305	68	68	68	324	69	69	63
306	105, 108	105, 108	105, 108	324-A	79	79	79
307	47	47	47	325	23	23	23
308	53, 55, 56, 59, 99, 100	53, 55, 56, 59, 99, 100	53, 55, 56, 59, 99, 100	326	23	23	23
				327	24	24	24
309	81	81	81	328	25	25	25

* Incorporated in paragraph 94 in the present (1930) edition.

† Chapter IX has been revised and the numbering of these paragraphs has been altered entirely in the existing (1930) edition.

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Table shewing the numbers of the paragraphs in the previous editions and the corresponding paragraphs in the present (1930) edition.

1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.
329	23	23	23	353	..	..	..
330	23	23	23	354	628	710	719
331	26	26	26	355	629	720	720
331-A	300	300	*300	356	Appx. V	Appx. V	Appx. V
331-B	301	301	*301	357	Do.	Do.	Do.
332	27	27	27	358	Do.	Do.	Do.
333	23	23	23	359	627	718	718
335	..	..	..	360	625	716	716
336	..	..	..	360-A	628	719	719
236-A	..	..	..	361	635	726	726
337	29	29	29	362	(c)	..	..
337-A	..	..	..	363	636	727	727
338	29	29	29	364	636	727	727
339	..	..	..	365	637	728	728
339-A	..	..	..	365-A	638	729	729
340	30	30	30	365-B	641	732	732
341	30	30	30	365-C	642	733	733
342	30	30	30	366	Appx. XXVII.	Appx. XXVII.	Appx. XXVII.
343	620	711	711	368	Do.	Do.	Do.
344	622	713	713	369	Do.	Do.	Do.
345	621	712	712	370	Do.	Do.	Do.
346	..	..	..	371	Do.	Do.	Do.
347	632	723	723	371-A	Do.	Do.	Do.
348	623	714	714	372	Do.	Do.	Do.
349	624	715	715	373	Do.	Do.	Do.
350	626	717	717	374	Do.	Do.	Do.
351	628	719	719	375	Do.	Do.	Do.
352	..	..	..	376	Do.	Do.	Do.
				377	Do.	Do.	Do.

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Table shewing the numbers of the paragraphs in the previous editions and the corresponding paragraphs in the present (1930) edition.

1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.
378	Appx. XXVII.	Appx. XXVII.	Appx XXVI.I.	402	664	755	755
379	Do. .	Do. .	Do.	403	664	755	755
380	Do. .	Do. .	Do.	404	532-A	532-A	532-A
381	Do. .	Do. .	Do.	405	665	756	756
382	Do. .	Do. .	Do.	406	416	416	416
382-A	Do. .	Do. .	Do.	407	(e)	..	..
383	Do. .	Do. .	Do.	408	(e)	..	..
384	Do. .	Do. .	Do.	410	(e)	..	..
385	Do. .	Do. .	Do.	411	417	417	417
385-A	Do. .	Do. .	Do.	412	(e)	..	..
386	Do. .	Do. .	Do.	413	372	372	372
386-A	522	522	522	414	418	418	418
387	Appx. XXVII.	Appx. XXVII.	Appx. XXVII.	415	(e)	..	..
				416	398	398	398
388	Do. .	Do. .	Do.	417	402	402	402
389	531	531	531	418	399	399	399
390	526	526	526	419	404	404	404
390-A	527	527	527	420	403	403	403
391	529	529	529	421	(e)	..	..
392	531	531	531	422	(e)	..	..
393	531	531	531	423	(e)	..	..
394	530	530	530	425	400	400	400
395	532	532	532	426	(a)	..	..
396	533	533	533	427	(a)	..	..
397	(k)	..	..	428	..	..	..
398	660	751	751	429	..	..	..
399	661	752	752	429-A	(e)	..	..
400	662	753	753	429-B	(e)	..	..
401	663	754	754	429-C	(e)	..	..

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Table shewing the numbers of the paragraphs in the previous editions and the corresponding paragraphs in the present (1930) edition.

1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.
429-D	(e)	..	..	448-A	(e)	..	..
430	374	374	374	449	..	..	..
431	462	462	462	450	475	475	475
432	419	419	419	451	(g)	..	..
433	420	420	420	451(A-J)	(g)	..	..
434	421	421	421	452	423	423	423
435	422	422	422	453	424	424	424
436	467	467	467	454	425	425	425
437	468	468	468	455	373	373	373
438	469	469	469	456	401	401	401
439	..	..	..	456-A	..	..	..
440	470	470	470	457	198	198	198
441	471	471	471	460	692	783	783
442	474	474	474	461	590	781	781
442-A	467	467	467	462	709	800	800
443	(e)	..	..	463	..	..	..
443-A	(e)	..	..	463-A	729 and Mob. Regns.	819	819
444	(e)	..	..	464	78	78	78
444-A	(e)	..	..	465	125	125	125
444-B	(e)	..	..	466	80	80	80
444-C	(e)	..	..	467	80	80	80
444-D	(e)	..	..	468	102, 103, 104, 123.	102, 103, 104, 123	102, 103, 104, 123.
444-E	(e)	..	..	469	110	110	110
444-F	(e)	..	..	470	Appx. XXVII.	Appx. XXVII.	Appx. XXVII.
444-G	(e)	..	..	471	15	15	15
445	(e)	..	..	471-A	101	101	101
446	(e)	..	..	472	97	197	197
447	(e)	..	..				
448	..	..	..				

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Table shewing the numbers of the paragraphs in the previous editions and the corresponding paragraphs in the present (1930) edition.

1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.
473	715	806	806	498	..	..	..
474	715	806	806	499	644	735	735
475	715	806	806	500	645(*k*)	736	736
476	721	812	812	501	(*i*)	..	..
477	721	812	812	502	647	738	738
478	210	210	210	503	645	736	736
479	205, 211	205, 211	205, 211	504	646	737	737
480	206	206	206	505	654	745	745
481	206	206	206	506	655	746	746
482	207, 208	207, 208	207, 208	507	653	744	744
482-A	226	226	222	508	(*k*)	..	..
	Appx. IV	Appx. III	Appx. III	509	648	739	739
483	209	209	209	510	649	740	740
483-A	203	203	203	511	656	747	745
484	334	334	*334	513	657	748	748
485	222	222	219	514	650	741	741
486	617, 618	708, 709	708, 709	515	651	742	742
487	204	204	204	516	658	749	749
488	(*a*)	..	..	518	(*i*)	..	..
489	546	546	546	520	659	750	750
489-A	546	546	546	521	(*k*)	..	..
490	762	852	852	522	(*k*)	..	..
491	..	..	..	523	219	219	216
492	344	344	*344	524	221	221	218
493	345	345	*345	525	534	534	534
494	346	346	*346	531	535	535	535
495	347	347	*347	532	200, 259	200, 259	200, 259
496	348	348	*348	533	..	..	..
497	344	344	*344	534	17	17	17

* Chapter IX has been revised and the numbering of these paragraphs has been altered entirely in the existing (1930) edition.

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Table shewing the numbers of the paragraphs in the previous editions and the corresponding paragraphs in the present (1930) edition.

1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.
535	18	18	18	559	388	388	388
536	19	19	19	560	..	..	..
537	..	..	..	561	389	389	389
538	..	..	..	562	390	390	390
539	20	20	20	563	387	387	387
540	21	21	21	564	652	743	743
541	22	22	22	565	..	..	..
542	22	22	22	566	384	384	384
543	116	116	116	567	385	385	385
544	117	117	117	568	536	336	*336
545	118	118	118	569	..	..	..
545-A	119	119	119	570	391	391	391
545-B	120	120	120	571	392	392	392
545-C	120	120	120	572	Appx. VI.	Appx. VI.	Appx. VI.
545-D	121	121	121	573	395	395	395
545-E	122	122	122	574	396	396	396
546	148	148	148	575	558	562	562
547	149	149	149	576	592	584, 673	584, 673
548	150	150	150	577	616	707	707
549	151	151	151	578	(c)	..	..
550	(k)	..	..	579	(c)	..	..
551	380	380	380	580	(c)	..	..
552	382	382	382	581	(c)	..	..
553	382	382	382	581-A	619	710	710
554	750	840	840	582	(c)	..	..
555	380	380	380	583	(c)	..	..
556	381	381	381	584	443	443	442
557	(k)	..	..	585	444	444	444
558	386	386	386	586	444, 445	444, 445	444, 445

* Chapter IX has been revised and the numbering of this paragraphs has been altered entirely in the existing (1930) edition.

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Table shewing the numbers of the paragraphs in the previous editions and the corresponding paragraphs in the present (1930) edition.

1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.
588	446	446	446	617	476	476	476
589	447	447	447	618	466	466	466
590	(*k*)	..	..	619	365	365	*365
591	448	448	448	620	365	365	*366
592	453	453	453	621	366	366	*366
593	454	454	454	622	367	367	*367
594	456	456	456	623	368	368	*368
595	449	449	449	624	126	126	126
595-A	(*a*)	..	..	625	127	127	127
596	450	450	450	626	4	4	4
597	455	455	455	627	127	127	127
598	456	456	456	628	127	127	127
599	451	451	451	(629-635)	..	..	..
600	452	452	452	635-A	189	189	189
601	..	..	..	636	190	190	190
602	..	..	..	637	129	129	129
603	..	..	..	638	130	130	130
604	..	..	..	639	131	131	131
605	.	..	..	641	131	131	131
606	.	..	..	642	183	183	183
607	.	..	..	643	264	264	267
608	..	..	..	644	184	184	184
609	.	..		645	185	185	185
610	..	..	..	646	187	187	187
611	..	..	..	647	188	188	188
612	..	..	..	648	191	191	191
613	..	..	..	649	155	155	155
614	..	..	..	650	157	157	157
615	465	465	465	651	(*k*)	...	..

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Table shewing the numbers of the paragraphs in the previous editions and the corresponding paragraphs in the present (1930) edition.

1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.
656	181	181	181	686	Appx. IV	Appx. IV	Appx. IV.
657	11	11	11	687	Do. .	Do. .	Do.
658	194	194	194	688	Do. .	Do. .	Do.
659	199	199	199	689	Do. .	Do. .	Do.
660	199	199	199	690	Do. .	Do. .	Do.
661	201	201	201	691	Do. .	Do. .	Do.
663 666	(*g*)	..	..	692	Do. .	Do. .	Do.
667	(*g*)	..	..	693	Do. .	Do. .	Do.
668	(*g*)	..	..	694	539, 541	539, 541	539, 541
669	(*g*)	..	..	695	538	538	538
670	323	323	*323	695-A	540	540	540
671	...	..	..	696	460	460	460
672	...	..	..	696-A	(*h*)	..	..
673	...	..	..	697	(*h*)	..	..
674	134	134	134	698	..	..	..
675	135	135	135	699	..	..	..
676	147	147	147	700	(*a*)	..	..
677	322	322	*322	701	463	463	463
678	537	537	537	701-A	460	460	460
678-A	...	..	..	702	457	457	457
678-B	537	537	537	703	324	324	*324
679	(*k*)	..	..	704	322	322	*322
681	...	..	..	705	..	..	..
681-A	...	..	..	706	610	693	693
682	(*g*)	..	..	707	611	693	693
683	(*g*)	..	..	708	612	694	694
684	...	..	..	709	703, 707	794, 798	794, 798
685	(*f*)	..	..	710	708	799	799
685-A	(*f*)	..	..	711	710	801	801

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1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.
712	711	802	802	739	497, 499	497, 499	497, 499
713	712	803	803	740	497, 501	497, 501	497, 501
714	710	801	801	741	500	500	500
715	713	804	804	742	..	..	..
716	..	..	..	743	502, 503	502, 503	502, 503
717	..	..	..	744	488	488	485
718	487	487	487	745	489	489	489
719	479	479	479	746	490	490	490
720	..	..	..	747	491	491	491
720-A	512	512	512	748	..	..	..
721	513	513	513	749	Appx. XIII	Appx. XIII	Appx. XIII.
722	512	512	512	750	(a)	..	..
723	513	513	513	751	Appx. XIII.	Appx. XIII.	Appx. XIII.
723-A	495	495	495				
724	515	515	515	752	Do.	Do.	Do.
725	516	516	516	753	Do.	Do.	Do.
726	517	517	517	754	492	492	492
727	..	..	..	754-A	Appx. XIII.	Appx. XIII.	Appx. XIII.
728	518	518	518	754-B	Do.	Do.	Do.
729	519	519	519	754-C	Do.	Do.	Do.
730	509	509	509	754-D	Do.	Do.	Do.
731	75	75	75	754-E	Do.	Do.	Do.
732	480	480	480	754-F	Appx. XIII.	Appx. XIII.	Appx. XIII.
733	..	..	..	755	520	520	520
734	478,482	478, 482	478, 482	756	521	521	521
735	..	..	..	757	522	522	522
736	..	..	..	758	523	523	523
737	496	496	496	759	524	524	524
738	498	498	498	760	525	525	525

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1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.
761	..	..	..	787	(g)	..	..
762	88	88	88	788	(g)	..	..
763	(g)	..	..	789	(g)	..	..
764	(g)	..	..	790	(g)	..	..
765	725	816	816	791	(g)	..	..
766	(g)	..	..	792	(g)	..	..
767	(g)	..	..	793	(g)	..	..
768	(g)	..	..	794	(g)	..	..
769	(g)	..	..	795	(g)	..	..
770	(g)	..	..	796	(g)	..	..
771	(g)	..	..	797	(g)	..	..
772	(g)	..	..	798	(g)	..	..
773	(g)	..	..	799	(g)	..	..
774	(g)	..	..	800	(g)	..	..
775	(g)	..	..	802	748	838	838
776	(g)	..	..	803	(g)	..	..
777	(g)	..	..	804—832	(g)	..	..
778	(g)	..	..	832-A	544	544	544
779	(g)	..	..	833	(g)	..	..
780	(g)	..	..	834	543	543	543
781	(g)	..	..	835	544	544	544
782	(g)	..	..	836	..	..	..
783	(g)	..	..	837 850 B	(g)	..	.
783-A	(g)	..	..	851	..	..	..
783-B	(g)	..	..	852	(g)	..	..
784	(g)	..	..	853	..	..	..
784-A	(g)	..	..	853-A	..	..	..
785	(g)	..	..	854-875-A	(g)	..	..
786	(g)	..	..	876	749	839	839

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Table shewing the numbers of the paragraphs in the previous editions and the corresponding paragraphs in the present (1930) edition.

1918 Edition.	1923 Edition.	1925 Edition.	1927 and Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 and Present Editions.
877	(*g*)	..	..	904	Appx. VIII	Appx. VIII	Appx. VIII
878	429	429	429	912	336	336	†336
879	..	..	..	913	..	..	..
880	430	430	430	914	334	334	†334
881	371, 793	371, 872	371, 872	914-A	(*b*)	..	..
882	435	435	435	915	..	..	..
883	436	436	436	917	(*f*)	..	..
884	437	437	437	918	340	340	†340
885	439	439	439	918-A	(*f*)	..	..
886	426	426	426	919	*f*)	..	..
887	427	427	427	920	293	293	†293
888	..	..	..	925	(*f*)	..	..
889	428	428	428	926	304	304	†304
889-A	431	431	431	926-A	(*f*)	..	..
889-B	432, 433	432, 433	432, 433	927	(*f*)	..	..
890	441	441	*441	927-A	(*f*)	..	..
891	319	319	†319	928	306, 307, 308	306, 307 308	†306, 307 308
892	320	320	†320	929	..	..	..
892-A	320	320	†320	930	310	310	†310
893	318	318	†318	931	310	310	†310
893-A	318	318	†318	932-936-A	(*f*)	..	..
893-B	318	318	†318	937	542	542	..
893-C	320-A	320-A	†320-A	938	542	542	..
894	..	..	..	939	542	542	..
895	..	..	..	940	542	542	..
896	..	320-B	†320-B	941	(*k*)	..	..
897	326	326	†326	942	294—295	294—295	†294—295
898–898 D	(*f*)	...	..	943	296—298	296—298	†296—298
900–903	(*f*)	...	..	944—946	...	..	..

* Denotes cancelled from the 1930 edition.

† Chapter IX has been revised and the numbering of these paragraphs has been altered entirely in the existing (1930) edition.

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Table shewing the numbers of the paragraphs in the previous editions and the corresponding paragraph in the present (1930) edition.

1918 Edition.	1923 Edition.	1925 Edition.	1927 and Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 and Present Editions.
947	..	..	..	995	(e)	..	..
948	229	229	234	996	(e)	..	..
949	321	321	*321	998	(e)	..	..
950	315	315	*315	999	(e)	..	..
951	314	314	*314	1000	(j)	..	..
951-A	(f)	..	..	1001	(j)	..	..
952	..	..	..	1002	(j)	..	..
954	..	..	..	1003	(j)	..	..
955	(f)	..	..	1004	(j)	..	..
955-A	(e) and (f)	..	..	1005	(j)	..	..
956	(f)	..	..	1006	(j)	..	..
957	311	311	*311	1007	136	136	136
958	311	311	*311	1008	144	144	144
959	313	313	*313	1009	(j)	..	..
960–963	..	..	..	1011	(j)	..	..
963-A	316	316	*316	1012	(j)	..	..
964	..	..	..	1013	114	114	114
983	358	358	*358	1013-A	114	114	114
984	..	..	..	1014	(j)	..	..
985	..	..	..	1015	(j)	..	..
986	359	359	*359	1016–1039	158–182	158–182	158–182
987	..	..	..	Appendix	Appendix	..	..
988	..	..	..	I	X	X	X
990	361	361	*361	II	II	II	II
991	362	362	*362	III	XXX	XXX	XXX
992	..	..	..	IV	..	..	..
992-A	..	..	..	V	..	..	—
993	363	363	..	VI	..	—	—
994	(e)	..	..	VI-A	..	..	—

* Chapter IX has been revised and the numbering of these paragraphs has been altered entirely in the existing (1930) edition.

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Table shewing the numbers of the paragraphs in the previous editions and the corresponding paragraphs in the present (1930) edition.

1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.	1918 Edition.	1923 Edition.	1925 Edition.	1927 & Present Editions.
VII	..	..	..	XXI	(g)	..	..
				XXII	..	XII	XII
VIII	..	..	..				
IX	IX	IX	IX	XXIII	..	..	..
X	XXIV	XXIV	XXIV	XXIV	VIII	VIII	VIII
XI	(g)	..	..	XXV	XXIII	XXIII	XXIII
I-A	(g)	..	..				
XII	(g)	..	..	XXVI	XI	XI	XI
XII-A	(g)	..	..	XXVII	..	..	..
XIII	(g)	..	..	XXVIII	XXXI	XXXI	XXXI
XIV	XXI	XXI	XXI	XXIX	..	..	..
XV	(g)	..	..	XXX	..	..	..
XVI	(g)	..	..	XXXI	XXIX	XXIX	XXIX
XVI-A	(g)	..	..	XXXII	..	..	..
XVII	(g)	..	..	XXXIII	XXVIII	XXVIII	XXVIII
XVIII	XV	XV	XV	XXXIV	..	..	..
XIX	XXII	XXII	XXII	XXXV	..	..	..
				XXXVI	XXVII	XXVII	XXVII
XIX-A	XXII	XXII	XXII				
				XXXVII	(g)	..	..
XX	(e)	..	..	XXXVII-A	(g)	..	..

(a) Denotes transferred to P. & A Regs.
(b) „ „ Regulations Medical Services, India.
(c) „ „ Dress Regulations.
(d) „ „ Veterinary Regulations.
(e) „ „ Regulations for M. E. Services.
(f) „ „ Courses of Instruction, India.
(g) „ „ Equipment Regulations.
(h) „ „ A. T. M. S.
(i) „ „ Army List.
(j) „ „ R. E. Corps Memoranda.
(k) „ „ provided for in preface.

NOTE.—Where no new paragraph, appendix or letter is shown against the old paragraph it has been omitted.

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APPENDICES

TO THE

REGULATIONS FOR THE ARMY IN INDIA

(CORRECTED UP TO, AND INCLUDING, AMENDMENTS TO REGULATIONS, BOOKS AND FORMS, DATED 1ST APRIL, 1930)

CALCUTTA: GOVERNMENT OF INDIA
CENTRAL PUBLICATION BRANCH
1930

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* See Separate Volume.

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APPENDIX I.

DESERTION OR ABSENCE WITHOUT LEAVE, INDIAN ARMY.

1. Action.—If a person subject to the I. A. A. deserts, or is absent without leave, the unit commander will at once furnish the following particulars to the civil authorities :—

Place, date of desertion or absence, regimental number, rank and name and unit. Father's name, tribe or caste sub-tribe, village, tehsil, thana, district or agency, distinguishing marks or any other information which will assist in effecting the prompt arrest of the offender.

The above information will be furnished without delay to :—

(*a*) **Local police.**—The verification roll, I. A. F. K.-1152, if available, will also be sent to the police, who will be informed of the date and place of recruitment, and, if possible, name and address of recruiter.

(*b*) **Railway police.**

(*c*) Superintendent of police of the civil district to which the man belongs, or the commissioner of police concerned if the man belongs to Calcutta, the city of Bombay, the city of Madras or Rangoon. A.-20689 (A. G.-8).

(*d*) To one of the following if the man is a resident of Burma or Assam :—

(*i*) D. I. G. of police for railways and criminal investigation, Rangoon.

(*ii*) Special superintendent of police in charge of the C. I. D., Shillong.

2. Residents of Indian states.—In the case of a man residing in an Indian state, the unit commander will address the political officer mentioned below :—

Name of State.	Designation of Political Officer.	Headquarters.
Baroda	Resident at Baroda . .	Baroda.
Hyderabad . . .	Resident at Hyderabad . .	Hyderabad (Deccan).
Mysore	Resident in Mysore . . .	Bangalore.
Gwalior	Resident at Gwalior . . .	Gwalior.
Indore	Agent to the Governor-General in Central India.	Indore.
Rewa and Maihar . .	Political Agent in Baghelkhand .	Sutna.
Bhopal, Khilhipur; Narsingarh and Rajgarh.	Political Agent in Bhopal . .	Sehore.

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Name of State.	Designation of Political Officer.	Headquarters.
Alirajpur, Barwani, Dhar and Jhabua.	Political Agent in the Southern States of Central India.	Manpur.
Ajaigarh, Baoni, Bijawar, Charkhari, Chhatarpur, Datia, Orchha, Pauna and Samthar.	Political Agent in Bundelkhand .	Nowgong.
Dewas (Senior and Junior Branch), Jaora, Ratlam, Sailana and Sitamau.	Political Agent in Malwa .	Neemuch.
Kashmir	Resident in Kashmir . .	Srinagar (in summer) and Sialkot (in winter).
Bikaner, Sirohi and Jhalwar .	Agent to the Governor-General in Rajputana	Abu.
Alwar, Bharatpur, Dholpur, Karauli and Kotah.	Political Agent in the Eastern States of Rajputana.	Bharatpur.
Bundi and Tonk . . .	Political Agent, Haraoti and Tonk	Deoli.
Jaipur and Kishangarh .	Resident at Jaipur . . .	Jaipur.
Jaisalmer and Jodhpur (Mewar).	Resident in the Western States of Rajputana.	Jodhpur.
Udaipur (Mewar). . .	Resident in Mewar. . . .	Udaipur.
Banswara, Dungarpur and Partabgarh.	Political Agent, Southern Rajputana States.	Dungarpur.
Travancore and Cochin .	Resident in Travancore and Cochin	Trivendrum.
Pudukottai . . .	Political Agent for Pudukottai .	Trichinopoly.
Cooch Behar . . .	Political Agent, Cooch Behar .	Jalpaiguri.
Tripura (formerly known as the Hill Tippera State).	Political Agent, Tripura State .	Agartala.
Benares	Governor's Agent for Benares .	Benares.
Rampur	Governor's Agent for Rampur .	Rampur.
Tehri (Garhwal) . . .	Governor's Agent for Tehri . .	Naini Tal.
Bhavnagar, Dhrangadra, Dhrol, Gondal, Junagadh (Junagarh), Limbdi (Limri) Morvi, Navanagar (Nawanagar), Palitana, Porbandar, Rajkot, Vankaner (Wankaner), and Wadhwan (Vadwan).	Agent to the Governor in Kathiawar.	Kathiawar Rajkot.
Kolhapur, Mudhol and Sangli	Resident, Kolhapur and Southern Maratha Country States Agency.	Kolhapur.
Cutch	Political Agent, Cutch . .	Bhuj, Cutch.
Idar and Danta . . .	Political Agent, Mahi Kantha .	Sadra.
Khairpur	Political Agent, Khairpur .	Sukkur.
Cambay	Political Agent, Cambay . .	Kaira.
Janjira	Political Agent, Janjira . .	Alibag.

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Name of State.	Designation of Political Officer.	Headquarters.
Palanpur and Radhanpur .	Political Agent, Palanpur . .	Palanpur.
Balasinor (Vadasinor), Bariya, Chotta Udepur (Mohan), Lunawada, Rajpipla, and Sunth.	Political Agent, Rewa Kantha .	Godhra.
Bansda, Dharampur and Sachin.	Political Agent, Surat . .	Surat.
Savantvadi . . .	Political Agent, Savantvadi. .	Savantvadi.
Jawhar	Political Agent, Jawhar . .	Thana.
Jind Nabha, Patiala, Bahawalpur, Faridkot, Maler Kotla, Kapurthala, Mandi, Suket, Billaspur (Kahlur), Chamba, Loharu, and Sirmur (Nahan).	Agent to the Governor-General, Punjab States.	Lahore, Punjab.

A.-40782 (A. G.-8).

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APPENDIX II.

FURLOUGH AND LEAVE.

1. Applications will be submitted on the following forms. Officer of all services, excepting the Cantonments Department, I. A. F. L. 1170; departmental officers, warrant officers U. L. and I.M.D., I.A.F.L.-1171; other soldiers, U. L. and soldiers of the R. E. Indian establishment, I. A.F.L.-1174. Those officers of the Cantonments Department who are subject to military leave rules, will submit their applications on I. A. F. L.-1170 and those subject to civil leave rules, on the form prescribed for officers of civil departments.

A.-41882 (A. G. XI).

2. Leave applications of officers which include periods of privilege leave in excess of 60 days, whether combined with other leave or taken by itself, will be submitted to the sanctioning authority through the C. M. A. concerned.

A. D. U.-O. No. 494-Off.—(A. D. 4.)

This, however, will not apply in the case of those officers of the cantonments department who are subject to civil leave rules: in their case the leave applications will always be submitted through the C. M. A. concerned.

3. Notification of leave will appear in the orders issued by the sanctioning authority.

Item.	Application from	Channel of submission.	Authority for sanctioning leave in or *ex*-India.	Authority for sanctioning privilege leave.
	STAFF, COMMANDS, AND SCHOOLS OF INSTRUCTION.			
1	G. O. C.-in-C. . .	Direct to M. S., A. H. Q.	C.-in-C. .	C.-in-C.
02996 (M. S.) 2	General officers commanding districts, brigades or brigade areas.	Usual channel to M. S., A. H. Q.	C.-in-C. .	G. O. C.-in-C.
2 (a)	Officers commanding brigades or brigade areas.	Command or independent district H. Q.	G. O. C.-in-C., or G. O. C., independent district.	G. O. C.-in-C. or G. O. C., independent district.
3	Officers at A. H. Q.	M. S., A. H. Q.	C.-in-C. . .	C.-in-C.
4	Officers at command H. Q.	....	G. O. C.-in-C. .	G. O. C.-in-C.
5	Officers at district or brigade H. Q.	Command H. Q.	District commander, officers 1st grade *ex*-India, G. O. C.-in-C.	District or brigade commander as case may be.
6	Staff officers in stations.	Usual channel .	District commander.	Brigade commander.
7	Commandant and instructors at staff college and other schools of instruction.	Through C. G. S to M.S., A. H. Q.	C.-in-C. . .	C.-in-C. in case of commandant and commandant in other cases.
A.-28681 (A. G.-11). 05453 (M. S.-2). 7 (a)	Student at the staff college, Quetta.	Through the Adjutant, S. C.	*District commander in which unit is stationed.	†Comdt., Staff College.

* Applications for *combined leave*.

† Commandant, Staff College, may grant privilege leave up to the maximum amount due either in or *ex*-India.

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Item.	Application from	Channel of submission.	Authority for sanctioning leave in or *ex*-India.	Authority for sanctioning privilege leave.
		STAFF, COMMANDS AND SCHOOLS OF INSTRUCTION.		
7 (*b*)	Commandant, Signal Training Centre (India), Jubbulpur.	Through C. G. S. to M. S., A. H. Q.	C.-in-C.	C.-in-C.
		REGIMENTAL.		
8	Officers of British units.	Usual channel.	District commander. (In case of leave on m. c. district commander will notify War Office and submit copy of proceedings and date of embarkation).	Brigade commander.
9	Officers of units of the Indian army.	Usual channel.	District commander.	Brigade commander.
10	Soldiers of British units.	Usual channel.	District commander. (Leave in India is sanctioned by unit commander).	..
11	R. E. soldiers of Indian establishment.	Usual channel.	District commander (Leave in India is sanctioned by brigade commander.)	Brigade commander.
		OFFICERS AND OTHER RANKS WITH DEPARTMENTS OR NOT SERVING WITH UNITS.*		
12	Officers of the M.A.D.	C.M.A. to M. A. G.	M. A. G.	C.M.A.; M.A.G. in the case of C. M. A.
12-A	Officers of the army educational corps other than those referred to in item 7.	Through district commander.	*Ex*-India C. G. S in India district commander.	Brigade commander. A.-33978 (A. G.-11).
13	Officers of the J. A. G.'s department other than those at A. H. Q.	..	G. O. C.-in-C. with the concurrence of J. A. G.	G. O. C.-in-C. with the concurrence of J. A. G.
14	Officers in the remount department other than those at A. H. Q.	Usual departmental channel to Q. M. G.	C.-in-C.	Head of department.
14-A	Officers in the military farms department other than those at Army Head Quarters.	Usual departmental channel to Master General of Ordnance.	Commander-in-Chief.	Head of department.
14-B	Officers in the ordnance factories and the inspection section other than those at Army Headquarters.	Usual departmental channel to Master General of Ordnance.	Commander-in-Chief.	Head of department. 7779 (M. G. 8).
15	Recruiting officers.	To A. G. direct.	C.-in-C.	District commander.
16	Officers in auxiliary force units, including adjutants.	Usual channel.	District Commander.	Brigade commander.

* Rules for officers and other ranks of the military Engineer Service, Indian Army Service Corps, Indian Army Ordnance Corps and Army Veterinary Corps (India), are contained in the departmental regulations of those services.

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Item.	Application from	Channel of submission.	Authority for sanctioning leave in or ex-India.	Authority for sanctioning privilege leave.
17	U. L. departmental officers and w.os.	Usual channel with concurrence of local head of department.	At A. H. Q., A. G.; at command offices the G. O. C.-in C.; district commander in other cases.	For those at A.H.Q. Head of branch; at command offices the G. O. C.-in-C.; at district offices, the District commander. For supdts. and assist. supdts. mily. prisons, the brigade commander. In other cases, the local head of department.
18	Non-departmental w. os. and all n. c. os. U. L.	Ditto	Ditto	Ditto.
	OFFICERS WITH CIVIL DEPARTMENTS.			
19	Chaplains of Church of Scotland.	Through Presidency senior chaplain with C. M. A.'s certificate prepared in consultation with civil audit officer maintaining record of service.	District or Independent Brigade commander (subject to the terms of para. 911).	District or Independent Brigade commander (subject to the terms of para. 911).
*20	Officers with Indian state forces.	Direct to F. and P. Dept.	F. and P. Dept. in case of Military Adviser-in-Chief and Military Adviser-in-Chief in other cases.	F. and P. Dept. in case of Military Adviser-in-Chief and Military Adviser-in-Chief in other cases.
21	Officers in civil employ whose appointments lapse on taking leave for periods of more than three months.	Civil head of department; local government; district commander.	District commander. (In case of leave not exceeding three months the application will be disposed of by the local government.)	Civil department.
22	Officers holding civil appointments of limited tenure.	As requird by civil rules.	Civil department.	Civil department.
23	(i) Director of military lands and cantonments.	Military accountant-general.	..	..
	(ii) Inspecting officers, military lands and cantonments.	General officer commanding-in chief the command, controller of military accounts.	Secretary to the Government of India in the Army Department.	Secretary to the Government of India in the Army Department.
	(iii) Executive officers of cantonments.	President of cantonment board, general officer commanding-in-chief the command, controller of military accounts.	..	..

A. D. No. 141-Eccl. 21-4-24.

37502-A.D.

A.-33110 (A.D.-F).

A.-43747 (A. G.-11).

* Military officers employed with Indian state forces will, for the purposes of leave and leave emoluments, be treated as in military employ. They are subject to the leave rules prescribed for officers in regimental employ.

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APPENDIX III.

RULES RELATING TO THE POSSESSION OF PRIVATE ARMS BY INDIAN OFFICERS, BRITISH AND INDIAN OTHER RANKS.

1. General Provisions.—The Indian Arms Act provides that any person disposing of arms, which he possesses, for his own private use to any other person not entitled by law to possess the same, is liable to be punished with imprisonment which may extend to three years, with fine, or with both. A.-48149 (A. G.-8).

The arms which an officer or soldier is allowed to possess shall not be of a class superior to that of the arm in use in the regular army nor shall it include weapons, the import of which is prohibited under clause (*a*) of Rule 7 of the Indian Arms Rules, 1924, nor ammunition which can be fired from the same. No license shall be granted for the possession of rifles, pistols and revolvers specified in that clause unless such weapons have been lawfully imported into British India."

2. British Officers.—A British officer is allowed to possess firearms for purposes of sport provided he takes out a license, on payment of the prescribed fee, for the possession of such weapons before their purchase.

2A. British soldiers.—A British soldier of good character is allowed to possess firearms (not including pistols and revolvers) for purposes of sport, but a license, which will be granted free of all fees, must be obtained prior to the purchase or possession of such arms. Applications for the grant of such licenses will be made to the local licensing authority through the unit commander. B.-5587 (A. G. 8).

Fire arms purchased by British soldiers will be inspected by the armourer sergeant or armament artificer, and passed by the unit commander. A register will be kept of all arms, in which will be recorded description, sales or other disposals.

Private arms supplied by government for sporting purposes will be inspected monthly by the armourer sergeant or armament artificer.

If any person wishes to dispose of arms and ammunition either by private sale, public auction or otherwise, he will ascertain that the would-be purchaser is a person entitled by law to possess the same; and if such person's name does not appear in the official army or civil lists, he will apply to the magistrate or deputy commissioner of the district, or to the local political officer, as the case may be, for permission for the transaction to take place. In the case of an individual under the rank of officer, the above procedure will be conducted through the unit commander.

3. Indian Officers.—An Indian officer, whether on the active list or retired, is entitled to obtain a license, to carry or possess, for his personal use, arms and ammunition without payment of any fee.

4.

5. Swords of Indian officers.—A pass is not required for the regimental sword of an Indian officer proceeding on leave or furlough if permission to carry it is entered on his furlough certificate.

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6. Purchase of arms by Indian officers and other ranks.—An Indian officer or soldier shall not purchase arms or ammunition unless

(*i*) he has been furnished by competent authority with a written permit specifying, in the case of arms, the period for which it is valid and, in the case of ammunition, the amount purchasable on the occasion of each individual purchase.

(*ii*) The arms and ammunition are purchased from a person entitled under the Indian Arms Act, 1878 (XI of 1878), and Indian Arms Rules, 1924, to possess or sell arms or ammunition.

(*iii*) The arms and ammunition so purchased by him and the arms and ammunition already possessed by him do not exceed the numbers and quantity authorised by these rules.

7. Indian soldiers.—An Indian soldier is allowed, after having obtained a license for which no fee will be charged, to carry or possess, for his personal use, one gun or pistol, one sword, dagger or knife, twenty cartridges, or an equivalent quantity of powder, bullets or shot, and caps. The conditions are—

(*a*) The soldier shall be of good character.

B.-5587 (A.G.-8).

(*b*) The possession of arms and ammunition to which these rules apply will be immediately reported and their description entered in the private arms register maintained in the unit, extracts of which shall be sent with the man's documents when he is transferred.

(*c*) All arms will be kept in the armoury while the soldier is with his unit.

(*d*) The loss of arms or ammunition will be immediately reported.

(*e*) If he wishes to take his arms on furlough or leave, he will obtain a pass from his unit commander. This pass will be produced on return, together with the arms to which it relates. The unit commander will satisfy himself that the arms have not been changed; failure to produce the arms or pass will be punished by deprivation of a pass for one year which should be communicated to the magistrate or political officer concerned. If an absentee is found in possession of arms and ammunition not covered by a pass, he will be made over to the military authority for trial.

8. Passes.—Every pass shall be granted by the unit commander who shall not delegate his authority. The pass shall contain—

(*a*) A full description of arms, with a record of their distinctive marks, and ammunition authorized by the pass.

(*b*) The parentage, religion, class, tribe and home of the holder of the pass.

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The magistrate or political officer of the district in which the pass holder intends to reside shall be furnished with a duplicate copy of the pass by the unit commander in the case of men proceeding on leave or furlough. When passes are cancelled or withdrawn, the civil officer will be informed.

A pass shall not be granted to an Indian officer or soldier whose home is situated beyond the N.-W. frontier, unless he shall have obtained, from his clansmen in the unit, a deposited security to the full trans-frontier value for the return of any arm which it is proposed to take away. The brigade commander will decide what is the trans-frontier value of any arm.

9. Disposal of arms near the frontier.—An Indian officer or soldier shall not, unless authorized by competent authority, give or otherwise transfer any rifle to which these rules apply, to and Indian whose home is situated near or beyond the N.-W. frontier.

10. Forfeiture of security.—When an arm, for which security has been deposited, and a pass granted, is not returned the security shall be forfeited and the clansmen of the defaulter shall, for a period not exceeding two years, be precluded from taking arms on furlough. These cases will be reported to the district commander.

11. Special license for exporting arms outside British India.—An Indian soldier at the time of his discharge, possessing a weapon requiring a license, shall be warned, if his home is situated beyond the limits of British India, that he shall obtain, through his unit commander an export license from the Foreign and Political Department, except in the case of a kukri of a Gurkha proceeding to Nepal.

No export license will be granted to a trans-frontier tribesman except for arms certified by his unit commander to have been brought from his home on enrolment.

12. Pensioners and reservists.—An Indian soldier before transfer to pension or reserve wishing to retain his private arms, subject to the extent specified in the first paragraph of this appendix will fill in a form in triplicate and give a full description of the arms in respect of which he desires exemption from payment of license fees. The unit commander will endorse his recommendation on all three forms and will give one copy to the soldier before he leaves the unit, and one copy will be despatched to the civil officer concerned. The third copy will be kept in the unit for record.

13. Applications of pensioners and reservists for renewal of license.—An application by a pensioner or reservist for renewal of license, free of license fee, will be submitted to the civil authority, through the unit commander.

14. Offences committed by pensioners or reservists.—Offences under the Arms Act and Rules, committed by pensioners and reservists will be dealt with in the ordinary manner, by the civil authorities.

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15. Report of loss of arms by pensioners and reservists.—Every soldier before transfer to the pension establishment or reserve, and every reservist before returning home after training, shall be warned by his unit commander that he must report the loss or theft of any arms covered by his license, to the nearest police station as required by the conditions on the license form.

16. Passes not to be given to discharged soldiers or reservists.—Soldiers and reservists on leaving the army cannot be granted arms passes and any such passes will be withdrawn from them.

17. Sikh kirpans.—All kirpans possessed or carried by Sikhs, while serving in the army are exempt from the operation of the Indian Arms Act, 1878, and Indian Arms Rules, 1924, provided they conform to the measurements laid down, viz., a maximum length of blade of 9 inches and a maximum width of 1½ inches.

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APPENDIX IV.

LIST OF OFFICERS AUTHORIZED TO SEND "CLEAR THE LINE" AND "PRIORITY" TELEGRAMS WITHIN INDIAN LIMITS.

(a) Clear the line.

1. Assistant Military Secretary (Personal) to H. E. the C.-in-C.

2. Chief of the General Staff.

3. Senior general staff officer at headquarters in the absence of H. E. the C.-in-C. or the Chief of the General Staff from headquarters.

4. Adjutant-General.

5. Quartermaster-General.

5-A. Master-General of Ordnance.

6. Military Secretary, Army Headquarters.

7. Officer in charge of the Railway Control Section of the Quartermaster-General's Branch.

8. General Officers Commanding-in-Chief.

9. 1st and 2nd class district commanders and Allahabad and Delhi Independent Brigade Area and Aden Brigade. 18165 (G. S., S. D.-2).

10. Senior staff officer of each command or district headquarters in the absence from headquarters of the General Officer Commanding-in-Chief or district commander as the case may be.

11. Officer Commanding a force in the field.

12. Director of Military Operations.

13. Embarkation Commandants, Bombay and Karachi.

14. Director of Military Operations. 64358 (Q. M. G.-2).

NOTE 1.—The power of clearing the line is limited, in the case of the General Officers Commanding and senior staff officers named above, to messages addressed to the Army Department, to Army headquarters and to the General Officers Commanding-in-Chief, Commands.

NOTE 2.—The Officer on duty in the Army Headquarters Cipher Section is authorized to sign Inland cipher telegrams as "clear the line" in cases where the copy of the telegram *en clair* had previously been endorsed as 'clear the line' by an officer already empowered to issue such an order. 28935-G.S. (M. O. 3 "I")

(b) Priority.

1. Chief of the General Staff.

2. Adjutant-General.

3. Quartermaster-General.

3-A. Master General of Ordnance.

4. Officer in charge railway control section of the Quartermaster-General's Branch.

5. Assistant Military Secretary (Personal) to H. E. the C.-in-C.

6. Military Secretary, Army headquarters.

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7. General officers commanding-in-Chief.

8. Deputy adjutant and quartermaster-General of a command.
9. Brigadier on the staff of a command.
10. Deputy director of medical services of a command.

} In his absence the next senior officer present.

11. General officers commanding 1st and 2nd class districts.

12. Deputy adjutant and quartermaster-general of a district.

13. Senior general staff officer of a district.

14. Assistant adjutant and quartermaster-general of a district.

15. Assistant director of medical services of a district

16. Brigadiers of Indian cavalry and infantry brigades, or in their absence the brigade majors.

17. Brigadiers of brigade areas, or in their absence the brigade majors.

18. Officers commanding, Agra, Amritsar, Aurangabad, Bakloh, Belgaum, Benares, Cawnpore, Chitral, Dagshai, Dalhousie, Dargai, Deolali, Dharamsala, Fatehgarh, Fyzabad, Lansdowne, Madras, Malakand, Mandalay, Mardan, Meerut, Mhow, Multan, Muttra, Naini Tal, Nowgong, Nowshera, Poona, Ranikhet, Roorkee, Saugor, Secunderabad, Wellington.

19. Embarkation commandants, Bombay and Karachi.

20. Assistant director, I. A. S. C. (Embarkation), Bombay.

21. Assistant director of railway transport, Lahore.

22. Railway transport officers, when not serving immediately under A. Ds. R. T.

NOTE 1.—All commissioned officers may send priority telegrams if the occasion warrants and all telegraph masters should be warned that such telegrams must be accepted and despatched "priority" if the officer franks the same attaching a certificate stating that under this note the occasion warrants the action taken.

NOTE 2.—The above lists are subject to such amendments as may be notified from time to time.

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APPENDIX V.

RULES REGARDING THE AWARD OF MERITORIOUS SERVICE AND GOOD CONDUCT MEDALS, BRITISH AND INDIAN TROOPS.

1. British troops.

(*a*) GENERAL.

1. A warrant officer is entitled to wear the medal "for meritorious service", which may have been granted to him as a serjeant, and whether in a department or public office, to retain the medal "for long service and good conduct" granted him before his promotion to the warrant grade. For allowances to which entitled, see P. and A. Regulations.

(*b*) MERITORIOUS SERVICE MEDALS WITH ANNUITY.

2. A silver medal for "Meritorious Service" may be awarded to a soldier above the rank of corporal, selected for an annuity for long, valuable and meritorious service. For the annuities admissible, see P. and A. Regulations.

3. **Eligibility.**—The following are eligible for the award of the meritorious service medal with annuity:—

(*a*) British warrant and non-commissioned officers above the rank of corporal on the Indian Unatt ched List, including warrant officers in charge of the field parks of corps of sappers and miners, but excluding departmental warrant and non-commissioned officers.

(*b*) British warrant and non-commissioned officers of—

(*i*) garrisons and depots
(*ii*) the Viceroy's and Governors' bands,
(*iii*) Sappers and miners, including D. L. sections,
(*iv*) the Indian signal corps.

(*c*) Auxiliary force, India, instructors who belong to the unattached list.

(*d*) Farrier quartermaster serjeants and serjeant-farriers employed in chief and branch veterinary station hospitals.

(*e*) Provost-serjeants.

(*f*) Warrant officers, staff-serjeants and serjeants of the Indian corps of clerks (British wing). A.-32091 (A. G. 9).

NOTE.—Superintendents and assistant superintendents of military prisons and detention barracks, have no claim to these rewards.

4. **Promotion of annuitant.**—In the event of an annuitant being promoted to a commission, he retains the medal but relinquishes the annuity which becomes available for disposal with a new medal.

5. **Selection of candidates.**—Registers of qualified candidates for the meritorious service medal with annuity will be maintained by

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the general officers commanding-in-chief and general officer commanding, Burma district. The names of candidates will be arranged on the registers, according to the marks they obtain, under the following scale of marks :—

	Marks.
Service out of India, for each complete year	½
Service in India for each complete year	1
For each campaign	1
For each war medal	2
For each clasp	1
For the Victoria Cross	5
For the distinguished conduct medal	3
For the military medal	2
For each other decoration	1
For each wound	1
For special service	1

On the occurrence of a vacancy, the names of the candidates at the top of the registers will be called for by A. H. Qrs. A candidate's name will not, however, be removed from the register until a notification appears in I. A. Orders that the candidate has been awarded the medal with annuity.

The selection of the candidate and the award of the medal rest solely with H. E. the Commander-in-Chief, and the name of the recipient, as well as that of an annuitant granted an enhanced annuity will be published in India Army Orders.

On the occurrence of a vacancy an annuitant has no claim to be advanced from a lower to a higher rate.

The register should be examined annually and particulars of candidates should be verified. Registered candidates, who have left the service, should be informed that they should keep the command or district office, in which their names are registered, informed of any change likely to affect their claim to the medal.

(*c*) GOOD CONDUCT MEDALS.

B.-1029 (A.G.-9).

6. Silver medals for long service and good conduct may be awarded to soldiers of the U. L., I. C. C. (British Wing) I. M. D., and to those of European parentage enrolled in an Indian corps before the 15th September 1902, or serving in the band of the Governor of Madras, who fulfil the conditions prescribed in the K. R., and in the case of soldiers of the U. L., have not been removed therefrom at any time for misconduct.

Recommendations are considered half-yearly as laid down in I. A. F. Z-2000. Warrant officers, class I, are ineligible for the award of the gratuity of £5, but warrant officers, class II, and all other ranks are eligible for the medal with gratuity.

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2. Indian troops.

(a) General.

1. Meritorious service, long service and good conduct medals.—Silver medals are granted for meritorious service, long service and good conduct as follows:—

(i) For meritorious service, with annuity.

(ii) For long service and good conduct, with gratuity.

(iii) For long service and good conduct, without gratuity.

2. Scale of medals—

Corps.	Medals for meritorious service with annuity, awarded as vacancies occur.	Medals for long service and good conduct, awarded annually.		Remarks.
		With gratuity.	Without gratuity.	
Artillery —				(a) One between the Indian coast artillery and the Indian army ordnance Corps, including proof and experimental establishment, Balasore, vacancies being filled by each alternately. A. G.'s Case A.-46848. (b) One between the two corps, vacancies being filled by each corps alternately, (c) Transport branch, quartermaster and kot dafadars and veterinary assistants (other than those ranking as Indian officers). (d) Applicable to men enrolled on or after the 21st March 1917 and to those prior to that date who have elected the new conditions as combatants.
(i) Indian ranks of Royal horse, field and medium artillery.	5	9	5	
(ii) Indian ranks of light and mountain Artillery.	8	17	8	
Cavalry regiments . .	1	2	1	
Infantry battalions and Mewar bhil corps.	1	2	1	
Indian personnel of British infantry battalions.	2	4	2	
Indian ranks of heavy batteries, royal artillery.	1(a)	2	*Nil.*	
Indian hospital corps .	3	8	4	
Indian army ordnance corps proof and experimental establishment, Balasore.	1(a)	3	2	
Indian signal corps . .	3	5	5	
Malwa bhil corps . .	1(b)	1	1(b)	
Nepal escort		1		
King George's Own Bengal sappers and miners.	2	5	3	
Queen Victoria's Own Madras sappers and miners.	2	4	3	
Royal Bombay sappers and miners.	2	5	3	
Burma sappers and miners .	1	1	1	

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Corps.	Medals for meritorious service with annuity, awarded as vacancies occur.	Medals for long service and good conduct awarded annually.		Remarks.
		With gratuity.	Without gratuity.	
Indian Army Service Corps :				
A.-28613 (A. G.-9). (i) Mule corps establishments. (ii) Bullock, camel and pony establishments.	10(e)	2 per 900 men. (d) 11	1 per 900 men. (d) 5	
(iii) Mechanical transport branch.	3	5	3	
Aden troop . . .	1(e)	1(f)	1(g)	(e) One among the six corps, vancancies being filled by each corps in turn.
Viceroy's bodyguard . .		1(f)	1(g)	
Governor's bodyguard, Madras.		1(g)	1(g)	(f) One every third year.
63602 (Q. M. G.-16). Governor's bodyguard, Bombay.		1(g)	1(g)	(g) One every fourth year.
Governor's bodyguard, Bengal.		1(g)	1(g)	
Governor's band, Madras .		1(g)	1(g)	(h) Every two years, i.e., 2 in one year and 1 in the following year and so on.
I. A. V. C. . . .		3(h)	1	
A.-46623 (A.G.-9.) Followers, Class I . .	Nil	2 per 900 men.	1 per 900 men.	

(b) Meritorious service medal with annuity.

3. Eligibility.—The following become eligible for meritorious service medal, provided they have 18 years' service free from conviction by court-martial and have not had more than 5 red ink entries on their conduct sheets.

(i) Dafadars and havildars (including drum, trumpet, bugle and Fife Majors).

A.-2861 (A. G.-9). (ii) *I. A. S. Corps.*—Quartermaster and kot dafadars.

(iii) Cancelled.

A.-35602 (A. G.-9). (iv) *Indian Army Ordnance Corps.*—Proof and experimental establishment, Balasore—havildars.

Individuals who distinguish themselves in the field after committing an offence which has rendered them ineligible, may be recommended for these medals if duly qualified.

Service as followers by men of the Indian coast artillery will not count as qualifying service for the medal.

4. Vacancy for annuity.—A vacancy occurs on the death, promotion to commissioned rank, reduction, discharge, or (in the Indian hospital corps) on reversion to a regiment of the annuitant, or on the annuity being forfeited.

5. Retention of forfeiture of medal or annuity.—(a) The medal is retained but the annuity is surrendered on promotion to

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commissioned rank, on reversion to a regiment (from the Indian hospital corps), or on transfer to the pension or reserve establishment.

NOTE.—The grant of the honorary rank of jemadar does not entail the surrender of the meritorious service medal annuity, if otherwise admissible.

(*b*) An annuitant loses both medal and annuity on reduction to the ranks or on being sentenced to forfeit the medal by a court-martial.

(*c*) The Government of India reserve the right of withdrawing or withholding the meritorious service medal or annuity or both if an individual being a pensioner is guilty of grave misconduct or is convicted by a criminal court of a serious offence. B.-2822 (A. G.-9).

(*c*) LONG SERVICE AND GOOD CONDUCT MEDALS WITH GRATUITY.

6. Eligibility.—N. C. Os. below the rank of dafadar or havildar, privates, and tindals and lascars of arsenals and depots are eligible for good conduct medals with gratuity provided they have 18 years' service free from conviction by court-martial, and have not had more than five red ink entries on their conduct sheets, and if eligible for good service pay and good conduct pay, have three g. s. or g. c. badges including any in their possession as privates. Followers, Class I, are also eligible for the award of long service and good conduct medals.' A.-44623 (A.G.-9).

A soldier otherwise qualified who has been tried as a n. c. o. and reduced to the ranks for an offence which would not necessarily have involved trial as a private may be recommended for the medal if his conduct sheet shows five years' continuous good service since reduction.

7. Forfeiture of medal.—The medal will be forfeited on deprivation of a g. s. or g. c. badge.

8. Restoration of medal.—The medal can be restored by the brigade commander, without affecting the scale mentioned in paragraph 2 :—

(*i*) If the soldier has been free from conviction by court-martial.

(*ii*) If the limit of 5 red ink entries on the conduct sheet has not been exceeded.

(*iii*) If he possesses three g. s. or g. c. badges (in the case of naiks, two).

(*iv*) If the conduct of the soldier has been meritorious notwithstanding the offence which led to the deprivation.

(*d*) LONG SERVICE AND GOOD CONDUCT MEDALS WITHOUT GRATUITY.

9. Eligibility.—The medals may be awarded to those who are eligible for, but have not received the medals with gratuity and are under transfer to the pension establishment or have been transferred thereto since the last issue.

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APPENDIX VI.

UNLAWFUL ASSEMBLIES.

The following sections of the Code of Criminal Procedure lay down the course to be adopted in dispersing unlawful assemblies.

Section 127.—Any magistrate or officer in charge of a police station may command any unlawful assembly, or any assembly of five or more persons likely to cause a disturbance of the public peace, to disperse; and it shall thereupon be the duty of the members of such assembly to disperse accordingly.

This section applies to the police in the towns of Calcutta and Bombay.

Section 128.—If upon being so commanded, any such assembly does not disperse or if, without being so commanded, it conducts itself in such a manner as to show a determination not to disperse, any magistrate or officer in charge of a police station, whether within or without the Presidency towns, may proceed to disperse such assembly by force and may require the assistance of any male person not being an officer or soldier of His Majesty's army, or a volunteer enrolled under the Indian Volunteers Act, 1869, and acting as such, for the purpose of dispersing such assembly and, if necessary, arresting and confining the persons who form part of it, in order to disperse such assembly, or that they may be punished according to law.

Section 129.—If any such assembly cannot be otherwise dispersed, and if it is necessary for the public security that it should be dispersed, the magistrate of the highest rank who is present, may cause it to be dispersed by military force.

Section 130.—When a magistrate determines to disperse any such assembly by military force he may require any commissioned or non-commissioned officer in command of any soldiers in His Majesty's army or of any volunteers enrolled under the Indian Volunteers Act, 1869 (or X of 1896), to disperse such assembly bymilitary force, and to arrest and confine such persons forming part of it as the magistrate may direct, or as it may be necessary to arrest and confine in order to disperse the assembly, or to have them punished according to law. Every such officer shall obey such requisition in such manner as he thinks fit; and in so doing he shall use as little force, and do as little injury, to person and property, as may be consistent with dispersing the assembly and arresting and detaining such persons.

Section 131.—When the public security is manifestly endangered by such assembly, and when no magistrate can be communicated with, any commissioned officer of His Majesty's army may disperse such assembly by military force, and may arrest and confine any persons forming part of it, in order to disperse such assembly, or that they may be punished according to law, but if, while he is acting under this section, it becomes practicable for him to communicate with a

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magistrate, he shall do so, and shall thence-forward obey the instructions of the magistrate, as to whether he shall or shall not continue such action.

Section 132.—No prosecution against any magistrate, military officer, police officer, soldier or volunteer for any act purporting to be done under this chapter shall be instituted in any criminal court, except with the sanction of the Governor-General in Council, and—

(*a*) no magistrate or police officer acting under this chapter in good faith,

(*b*) no officer acting under section 131 in good faith,

(*c*) no person doing any act in good faith in compliance with a requisition under sections 128 or 130,

(*d*) no inferior officer, or soldier or volunteer, doing any act in obedience to any order which under military law he was bound to obey, shall be deemed to have thereby committed an offence.

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APPENDIX VII.

RULES FOR THE SUBMISSION OF PETITIONS TO THE G. OF I. BY PERSONS FORMERLY IN MILITARY EMPLOY.

The rules for the submission of petitions to the G. of I. by persons who have been, but are no longer in military employ, are laid down in Home Department Notification No. 534 (Public), dated 30th June 1916, extracts from which are summarised below :—

I. Every petition will be forwarded through the official channel to the local Government (C.-in-C., G. O. C.-in-C., and district commander) with a letter requesting its transmission to the Government of India.

II. A petition may be in writing or in print, but shall, with all enclosures, be properly authenticated by the memorialist's signature, and shall conclude with a specific prayer.

III. A petition should be forwarded to the G. of I., with a concise statement of material facts, any service or character book of the individual, and an expression of an opinion on the merits of the case. If not in English a translation should accompany it.

IV. If the appeal be against dismissal by the local government it should be shown whether the charge, the petitioner's defence, and the orders thereon were reduced to writing.

V. A local government may withhold a petition—

(1) When a petition is illegible or unintelligible.

(2) When a petition contains language which, in the opinion of the local government, is disloyal, disrespectful or improper.

(3) When a previous petition has been disposed of by the S. of S. for India or G.-G.-in Council, and the petition discloses no new facts or circumstances which afford grounds for a reconsideration of the case.

(4) When a petition is a mere application for relief, pecuniary or other, which is presented by a person manifestly possessing no claim, or advancing a claim of an obviously unsubstantial character, or is so belated that its consideration is clearly impossible.

(5) When a petition is an application for employment from a person not in the service of government: or is a request for exemption from the provision of any law or rule prescribing the qualifications to be possessed by persons in the service of government or by persons engaging in any profession or employment.

(6) When a petition is an appeal against the discharge of a person appointed in India on probation, if his discharge was ordered before the termination of his probation.

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(7) When a petition is an appeal from a judicial decision with which the executive has no legal power of interference.

NOTE.—In the following cases, namely:—

(a) when a petition is an appeal from a judicial decision in a case in which the government has reserved any discretion of interference, or

(b) when a petition is an appeal from a judicial decision in a suit to which the government was a party, or

(c) when a petition is practically a prayer for mercy or pardon, or contains such a prayer, the petition shall be transmitted to the Government of India, unless it falls under clause (15) of this rule, or unless it is a petition of the kind referred to in clause (c) and the case is one of which the local government is competent to dispose on its own responsibility under the orders contained in the Home Department letter No. 1126—1137, dated the 10th September 1915.

(8) When a petition is an appeal against the appellate order of a local government upholding a decision directing the dismissal, removal, reduction or other punishment of a government servant or an employee of a local authority whose salary was less than Rs. 250 a month.

NOTE 1.—If the appellate order of the local government modifies the order appealed against to the disadvantage of the appellant, such appellate order should, for the purpose of this rule, be regarded as an original order of the local government and the appeal should be transmitted.

NOTE 2.—The local government should, for the purposes of this rule, be considered to have upheld a decision if it modifies the order appealed against to the advantage of the appellant.

NOTE 3.—The words "appellate order" include any order passed on revision.

(9) When a petition is an appeal against the order of a local government refusing to grant or to recommend a special pension or any pecuniary or other concession not claimable under any law or rule, or a compassionate pension, unless in the last case the petition is from an officer dismissed or removed from government service, who under these rules has a right of appeal against the substantive order of dismissal or removal.

(10) When a petition is an appeal against a decision which by any law or rule having the force of law is declared to be final.

(11) When a petition is addressed by an officer still in the public service and has reference to his prospective claim for pension except as provided in article 915 of the C. S. R.

(12) When a petition is an appeal against the non-exercise by the local government of a discretion vested in it by law or rule.

(13) When a petition is an application in a case for which the law provides a different or specific remedy, or in regard to which the time limited by law for making the application has been exceeded.

(14) When a petition is an appeal against an order or decision of the local government, and is made more than six months after the communication of such order or decision to the petitioner without satisfactory explanation of the delay.

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(15) When a petition relates to a subject which the local government is competent to pass orders and no previous application for redress has been made to the local government.

(16) When a petition makes a proposal regarding legislation which the local government is not prepared to support.

(17) If a petition is withheld, the petitioner should be informed of the fact and the reason for it.

(18) A list of petitions withheld under rule 11, with the reasons for withholding them, shall be forwarded quarterly to the G. of I. in the proper Department.

Submission of petitions to the military authorities.

The following procedure will be observed in the case of petitions submitted to the military authorities by persons who have been, but are no longer, in military employ (including reservists) or their relatives :—

(*a*) In the first instance the person who wishes to submit a petition should, whenever possible, consult the nearest member of his district soldiers' board or district soldiers' committee.

(*b*) When necessary a petition will subsequently be addressed to the commanding officer of the petitioner's late unit or in the case of disbanded units to the authority indicated on the discharge certificate; where possible the remarks of the member of the district soldiers' board concerned being endorsed thereon.

(*c*) Petitions should in no sent be sent direct to His Excellency the Commander-in-Chief or to officers at Army Headquarters. Petitions so addressed involve further delay in examining the petitioner's request as it is invariably necessary to refer to the commanding officer of the petitioner's unit before any reply can be given.

(*d*) Commanding officers will only after careful consideration refer to higher authority, petitions which they are unable to dispose of themselves or on which it is desirable that the orders of higher authority should be passed; any petition so referred will be accompanied by full particulars and, where possible, a definite recommendation.

R.-5571 (A.G.-9). (*e*) Petitions which contain a request for a grant of land will not be forwarded to the civil authorities.

A.-38362 (A.G.-11). (*f*) Commanding officers will ensure that these orders are understood by all persons in military employ at the time of their discharge.

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APPENDIX VIII.

EXAMINATION OF OFFICERS FOR PROMOTION UP TO THE RANK OF MAJOR.

(*See* paragraph 343, *et seq.*)

1. The rules given in K. R., 849, *et seq* and Appendix X, are applicable to the Indian army with the modifications below. These rules have not been reproduced in this appendix. 16150 (G. S., M. T.-1).

General.

2. Officers of the Indian army will be required to pass in the same subjects as officers of the corresponding branches of the British service, with the exceptions noted below.

3. Indian Army papers will be set in subject (*b*), sub-heads (i) and (iv); subject (*d*), sub-heads (i) and (iv); subject (*g*), sub-heads (i) and (ii) for Indian Army officers and in subject (*h*), sub-heads (i), (ii) and (iii) for officers of the Indian medical service.

4. British service officers serving with Indian artillery and R. E. officers permanently appointed to S. and M. units will take the Indian army papers R. E. officers, other than those permanently appointed to S. and M. units, and officers of the Royal corps of signals serving with the Indian signal corps may take either the British service papers or the Indian army papers. 17157 (G. S., M. T.-1).

5. British service officers who have already qualified for promotion, will on transfer to the Indian army be required to pass a retention examination in accordance with Regulations for the Army in India, paragraph 351.

6. Unless otherwise mentioned the terms "Army Council" and "G. O. C." will be read as "A. H. Q., India" and "G. O. C. district or brigadier independent brigade" respectively.

K. R. 850.

A lieutenant of the Indian army will be required to qualify in accordance with paragraph 349, *et seq.*, Regulations for the Army in India.

K. R. 855.

In the case of Indian army officers the certificates, together with results on A. F. B-109, will be forwarded to the M. S., Army Headquarters.

K. R. 856.

In the case of Indian army officers who have failed twice, applications to be given a further opportunity of qualifying will be forwarded through the usual channels to the M. S., Army Headquarters.

K. R. 858.

General officers commanding will forward A. F. B-2053 direct to the war office.

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In the case of officers being examined in India, Burma or Aden, A. F. B-2053 will be forwarded, in duplicate, to Army Headquarters, India.

K. R. 860.

18483 (G. S., M. T.-2). The results of examinations in practical subjects will be reported to the Chief of the General Staff, Army Headquarters, India, in the case of both British and Indian service officers.

K. R. Appendix X.

16150 (G. S., M. T.-1). **1. Tests for Promotion.**—(1) *Lieutenant for promotion to captain.*—Qualifying Courses. Lieutenants of the I. A. S. C. will be required to qualify at the I. A. S. C. training establishment (junior officers' course).

(2) *Captain for promotion to major.*—Captains of the R. E. (I. A.) will qualify in subject (*c*), sub-head (*c*) (ii), subject (*d*), sub-heads (i) and (v) and subject (*f*), sub-heads (i) and (ii).

In the case of I. A. S. C. captains, a certificate that a candidate has successfully passed through the I. A. S. C. training establishment (senior officers' course) will be accepted in lieu of (*g*).

The examination of I. M. S. officers for promotion to major and lieutenant-colonel is in abeyance.

II. Syllabus of Examination subjects.—*Subject* (b) *Written examination*—

Part I.—Indian army officers will be required to possess a general knowledge of the organization and administration of the forces in India, including the auxiliary force (India) and the territorial force in peace, instead of a general knowledge of the forces of the United Kingdom.

Part II.—The Manual of Military Law, the Manual of Indian Military Law, King's Regulations, Regulations for the Army in India, will be allowed for answering Part II. These books may not contain any additions whatever, other than amendments made by Army Orders, the Monthly Amendments to Regulations, Books and Forms and A. C. Is.

Syllabus.

Manual of Military Law, Chapters I, II (paragraph 35), III, IV, V, VI, X and XII. Chapters XIII and XIV (only a broad general knowledge of these chapters will be required). The Army Act; Preliminary, Part I (less sections 57 and 58-71 and 74-75), Part II, Part III, Part IV (less sections 122, 135-A, 166-174-A), Part V (less sections 177-181, 185-188). Rules of procedure: Rules 1-56, 105-25, Appendices I and II, Memorandum to Appendix II. Rules for Field Punishment.

King's Regulations, 1923, Section II, paragraphs 83-98; Section V, paragraphs 174-194; Section VII: Section X, paragraphs 943-993; Section XII, paragraphs 1256-1343, 1352-1356, 1366-1371, 1451-1489, 1545-1598, 1610-1623; Section XIII, paragraphs 1632-1654, 1656-1669, 1674-1711, Appendix VIII. Manual of Indian Military Law, Part I.

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Chapters I to V and paragraphs 1 to 3 of Chapter VIII; the Indian Army Act; the Indian Army Act Rules, excluding the first and fourth appendices and including the second and third, pages 284 to 301 (Note as to Forms of Charges and Further Illustrations of Charges) and the memoranda on pages 327-329: and Part III (The Indian Army Suspension of Sentences Act).

Regulations for the Army in India Chapters II (1); VI (1); VII; VIII (1), (2), (3), (4) and (6); X (1); XI; XII; XIV; XV (3); XVI; and the corresponding appendices.

Subject (*c*). *Duties as in the field.*—Sub-head (*c*) (ii) R. E. (I.A.) officers will qualify in this sub-head. The examination of I. M. S. captains for promotion to major is in abeyance.

Subject (*d*). *Written Examination.*—Part II.—The Manual of Military Law. The Manual of Indian Military Law, King's Regulations, Regulations for the Army in India, will be allowed for answering Part II. These books may not contain any additions whatever other than amendments notified in Army Order, A. C. Is. or the Monthly Amendments to Regulations, Books and Forms. 16150 (G. S., M. T.-1).

Syllabus.

Manual of Military Law; Chapters I to XIV. Army Act. Rules of Procedure.

King's Regulations, 1923, as laid down for Lieutenants for promotion to Captain.

Manual of Indian Military Law, Parts I, II and III, Regulations for the Army in India, Chapters I, II, III, VII, VIII, IX, X, XI, XII, XIV, XV, XVI and (1) and (6) of Chapter VI, and the corresponding appendices.

Subject (*f*). *Engineers.—Paragraph 1* (ii).—*For* "Director General of Military Works in India" *read* "Engineer-in-Chief, Army Headquarters in India".

Paragraph 3.—For officers of S. and M. the project will be set under the direction of the commandant of the corps concerned.

Paragraph 4.—In India during the hot weather, the hours of work may be varied according to circumstances. The total time allowed will not be exceeded.

Paragraph 5.—In India the project will be criticised by the officer setting the project who will also state his opinion as to the extent to which local conditions are satisfied. The project will then be sent to the chief engineer of the command in which the candidate is serving who will add his criticisms and then forward it to Army Headquarters for final examination by a standing board consisting of the Brigadier R. E., and an officer nominated by the Engineer-in-Chief at Army Headquarters.

After confirmation by the Engineer-in-Chief, the remarks of the standing board will be returned together with the original project to the candidate through the chief engineer and the officer setting the project.

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After perusal by the candidate the project with the various criticisms and remarks will be returned to Army Headquarters for record.

16156 (G. S., M. T.-1). An officer must obtain 50 per cent. of the marks allotted in order to qualify in this subject.

Paragraph 6.—Officers employed with railways, survey, etc., will have their projects set by the C. R. E. most conveniently situated for the purpose.

Paragraph 10.—In India applications to be set a project will be forwarded through the usual channels to the Engineer-in Chief.

Paragraph 11.—In India the projects will be set by the standing board referred to in paragraph 5 and will be sent under confidential cover to the stations requiring them. The site and any other particulars necessary to adopt the project to local conditions will be inserted by the C. R. E. (or commandant) corps of S. and M. in the case of S. and M. officers at the headquarters of a corps on the project before issue to the officers concerned.

The examinations in sub-heads (*f*) (i) and (*f*) (ii) will be held twice yearly on 15th April and 15th October.

Subject (*g*). *Indian Army Service Corps Subjects.*

(For I. A. S. C. captains only.)

Two papers.

Time allowed three hours for each paper.

Marks allotted 400, *i.e.*, 200 for each paper.

Sub-heads (*g*) (i) Supplies and Economics and (ii) Transport.

Books recommended for study and from which information may be obtained.

Regulations for the Army in India.

Army Regulations, India, Volume V.

Regimental Standing Orders, I. A. S. C.

Fields Service Regulations, Volumes I and II.

16150 (G S., M. T.-1). War Establishments, India.

I. A. S. C. Training.

Field Service Manual for the Supply and Transport Services.

Animal management.

The Punjab Military Transport Animals Act (Act I, 1916).

Certain subjects taught to officers at the London School of Economics (Synge).

Manual for the guidance of I. A. S. C. officers in their relations with contractors (Henderson).

Manual of Movement (War).

Railway Manual (War), India.

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Syllabus.

Accounts, Book-keeping.—Its general principles and application. Methods of accounting in peace and in the field.

Judging supplies of every description and the methods of taking and submitting samples to the military food laboratory.

Duties of supply and transport officers in peace and war.

Methods of obtaining supplies and transport in peace and war.

Formation and working of depots, transport and supply in peace and war.

Animal Transport.—Carrying capacity. Transport on the march. Application of convoy systems, station duties and economical employment.

Transport saddlery, harness, gear and carts. Provision of preservation and repairs, condemnation and replacement, and mobilization reserves.

Embarkation and disembarkation of personnel, animals and vehicles. Duties on board ship.

Convoys, their formation and defence.

Organization and administration of the I. A. S. C. in peace.

Organization and administration of the I. A. S. C. in the field (India).

Organization and administration of the lines of communications of an army in the field and the chain of supply from the base to the troops in the field (India).

Organization and administration of the supply and transport services in war under War Office Regulations.

The general organization and administration of M. T. in India.

Solution of problems dealing with supplies and transport of a force in the field.

Contracts, methods of making and by whom made. Dealings with contractors. Indian Contract Laws and correspondence.

Functions of the (i) district supply company, (ii) supply depot company.

Economics generally in their relation to the supply and transport services.

System of providing and maintaining personnel in the field.

Stocks and reserves. Upkeep and turnover.

Mobilization of I. A. S. C. units and personnel.

Railways, general principles of their organization—gauge, and capacity.

Railheads, allotment of. for supplies.

Animal management.

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Subject (h). Indian Medical Service.—Lieutenants for promotion to captains.

Three papers—

Time allowed 3 hours for each paper.

Marks allotted 600, *i.e.*, 200 for each paper.

Syllabus.

16150 (G.S., M.T.-1). *Sub-head (h)* (i).—The principles of administration and supply of military hospitals, military families' hospitals and medical attendance in the army.

Sub-head (h) (ii).—The organization, training and functions of men of the Indian hospital corps.

The terms of the Geneva Convention.

Sub-head (*h*) (iii).—Duties of medical officers in connection with—

(*a*) Effective troops in quarters, camps and on board ship.

(*b*) Enlistment, supervision of training and invaliding of soldiers.

(*c*) The principles and objects of military medical statistics and the chief wastage of strength from physical disabilities.

(*d*) Medical records of serving soldiers and invalids; the object of recording the facts they are designed to contain and the regulations regarding them.

Books recommended and sources from which information may be obtained.

King's Regulations.
F. S. R., Volume II.
Regns. for the Medical Services of the Army in India.
F. S. Manual War.
A. I. (I.) 379 of 1920.
P. and A. Regulations.
Regulations for the Army in India.
R. A. M. C. Training.
War Establishments, India.
Mobilization Regulations, India.

Medical Manual (War).

III.—General instructions for the conduct of examinations.

1. Examination in subjects (a) and (c).

(i) In India notification of the dates of examinations will be sent to Army Headquarters.

(ii) In India, A. F. B-109 and the scheme and map will be forwarded to Army Headquarters for officers of both British and Indian services; a separate form will be used for each service.

2. Examination in written subjects.

A.-48433 (G. S., M. T.-2). In India the papers and proceedings will be sent to Army Headquarters, who will take action similar to that taken by the War Office.

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APPENDIX IX.

(Referred to in paragraph 228.)

PROCEDURE IN CASES OF CIVIL OFFENCES AFFECTING THE ARMY.

PART I.

CIVIL OFFENCES COMMITTED BY PERSONS SUBJECT TO MILITARY LAW.

(1) The following are triable exclusively by civil court (except on active service, etc.) :—

Civil offences which a court-martial is debarred from trying under the provisions of the Army Act or Indian Army Act (*cf.* Sections 41, Army Act and 41, Indian Army Act). A.-48026 (A. G. 8).

(2) The following should preferably be tried by civil court (except on active service, etc.) :—

(*a*) Civil offences (which may also be military offences, *e.g.*, thefts, frauds), committed in conjunction with persons not subject to military law ;

(*b*) civil offences not suitable for trial by court-martial on account of the special nature of the case (*e.g.*, complicated frauds) or on account of difficult legal technicalities being involved : and

(*c*) civil offences in which military interests are not directly involved (*e.g.*, burglary in a civil establishment).

(See also para. 227, M. M. L., Ch. VII, paras. 2 and 3 and M. I. M. E., Ch. VI, para. 1).

PART II.

INITIATION OF CRIMINAL PROCEEDINGS IN CIVIL COURTS.

1. Criminal proceedings *against persons subject to military law* may be initiated by :—

(*a*) the police on the complaint of a civilian or on arrest by them for a cognizable offence ;

(*b*) the military on reporting to the police or to a magistrate that civil offence has been committed ;

(*c*) a magistrate taking cognizance *suo motu* or on the complaint of a private individual.

In cases (*a*) and (*c*) the military may (*i*) decline to interfere with the course of the civil law or (*ii*) claim, the accused for trial, or, if the offender is already in military custody, order trial, by court-martial, if the accused is legally liable thereto.

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In a case falling under (*b*), the military will not take any further action unless in their opinion —

(*a*) the complaint is wrongly dismissed or the accused is wrongly discharged by the civil court, or

(*b*) the accused is acquitted by the civil court but is liable on the same alleged facts to be tried for a purely military offence for which he could not have been tried by the civil court.

In any of these cases it will be open to the military to bring the accused before a court-martial.

During the investigation stage, the military may in suitable cases intervene, with the concurrence of the police and magistrate, and claim the accused for trial by court-martial. See also Home Department Notification No. F.-465/28 of 1928 below.

If the case is one that must or should be tried by civil court (*vide* Part I above), it should be handed over to the civil power at the earliest possible stage.

2. Criminal proceedings against persons *not* subject to military law must be initiated in accordance with the provisions of the Code of Criminal Procedure, 1898, by report to the police or complaint to a magistrate.

(*The above instructions must not be interpreted as forbidding or discouraging that close and personal co-operation between military and civil officials which is essential in matters involving the discipline and welfare of the army.*)

PART III.

A.-49026 (A. G.-8).

Procedure in cases of Civil Offences committed by persons subject to Army Act.

Statutory rules of the Government of India.

(*Home Department Notification No. F. 465/28 of 1928.*)

In exercise of the powers conferred by sub-section (1) of section 549 of the Code of Criminal Procedure, 1898 (Act V of 1898), and in supersession of the notification of the Government of India in the Home Department No. 817, dated the 23rd May 1902, the Governor General in Council is pleased to make the following rules as to cases in which persons subject to military or airforce law shall be tried by a Court to which the said Code applies, or by a court-artmial, namely :—

1. Where a person subject to military or airforce law is brought before a Magistrate and charged with an offence for which he is liable under section 41 of the Army Act or under section 41 of the Air Force Act, as the case may be, to be tried by a court-martial, such Magistrate

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shall not proceed to try such person, or to issue orders for his case to be referred to a Bench, or to inquire with a view to his commitment for trial by the Court of Session or the High Court for any offence triable by such Court, unless—

(*a*) he is of opinion, for reasons to be recorded, that he should so proceed without being moved thereto by competent military or airforce authority, or

(*b*) he is moved thereto by such authority.

2. Before proceeding under clause (*a*) of rule 1 the Magistrate shall give notice to the Commanding Officer of the accused and, until the expiry of a period of five days from the date of the service of such notice, he shall not —

(*a*) acquit or convict the accused under section 243, 245, 247 or 248 of the Code of Criminal Procedure, 1898 (Act V of 1898), or hear him in his defence under section 244 of the said Code ; or

(*b*) frame in writing a charge against the accused under section 254 of the said Code ; or

(*c*) make an order committing the accused for trial by the High Court or the Court of Sessions under section 213 or sub-section (1) of section 446 of the said Code ; or

(*d*) issue orders under sub-section (1) of section 445 of the said Code, for the case to be referred to a Bench.

3. Where within the period of five days mentioned in rule 2, or at any time thereafter before the Magistrate has done any act or issued any order referred to in that rule, the Commanding Officer of the accused gives notice to the Magistrate that, in the opinion of competent military or airforce authority as the case may be, the accused should be tried by a court-martial, the Magistrate shall stay proceedings and, if the accused is in his power or under his control, shall deliver him, with the statement prescribed by section 549 of the said Code, to the authority specified in the said section.

4. Where a Magistrate has been moved by competent military or airforce authority, as the case may be under clause (*b*) of rule 1, and the Commanding Officer of the accused subsequently gives notice to such Magistrate that, in the opinion of such authority, the accused should be tried by a court-martial, such Magistrate, if he has not before receiving such notice done any act or issued any order referred to in rule 2, shall stay proceedings and, if the accused is in his power or under his control, shall in the like manner deliver him, with the statement prescribed in section 549 of the said Code to the authority specified in the said section.

5. Where an accused person, having been delivered by the Magistrate under rule 3 or 4, is not tried by a court-martial for the offence of which he is accused, or other effectual proceedings are not taken, or ordered to be taken, against him, the Magistrate shall report the circumstance to the local Government. A.-48026 (A.G.-8).

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(*Army Department Notification No. 1217 of 1922.*)

In pursuance of sub-section (2) of section 526-A * of the Code of Criminal Procedure, 1898 (Act V of 1898), the Governor-General in Council is pleased to declare the officers specified in the first column of the following table to be the competent authorities for the purpose of issuing instructions under sub-section (1) of the said section in regard to the classes of cases specified in the corresponding entries in the second column :—

The Table.

His Excellency the Naval Commander-in-Chief of His Majesty's Ships and Vessels, East Indies Station.	Cases in which a person subject to the Naval Discipline Act is accused.
The General Officer Commanding-in-Chief, Northern Command.	Cases in which a person subject to the Army Act serving under the command of the General Officer Commanding-in-Chief, Northern Command, is accused.
The General Officer Commanding-in-Chief, Southern Command.	Cases in which a person subject to the Army Act serving under the command of the General Officer Commanding-in-Chief, Southern Command, is accused.
The General Officer Commanding-in-Chief, Eastern Command.	Cases in which a person subject to the Army Act serving under the command of the General Officer Commanding-in-Chief, Eastern Command, is accused.
The General Officer Commanding-in-Chief, Western Command.	Cases in which a person subject to the Army Act serving under the command of the General Officer Commanding-in-Chief, Western Command, is accused.
His Excellency the Commander-in-Chief in India.	Cases in which a person subject to the Army Act other than a person serving under the command of the General Officers Commanding-in-Chief, Northern, Southern, Eastern or Western Command, is accused.
The Air Officer Commanding, Royal Air Force in India.	Cases in which a person subject to the Air Force Act is accused.

PART IV.

Procedure in cases of Civil Offences committed by persons subject to Indian Army Act.

1. An offence committed against the person or property of a civilian cannot as a rule be tried by court-martial.

* Section 526-A of the Code of Criminal Procedure is as follows :—

"526-A. (1) Where any person subject to the Naval Discipline Act or to the Army Act or to the Air Force Act is accused of any offence such as is referred to in proviso (*a*) to section 41 of the Army Act, the Advocate General shall, if so instructed by the competent authority apply to the High Court for the committal or transfer of the case to that High Court and thereupon the High Court shall order that the case be committed for trial to or be transferred to itself and shall thereafter proceed to try the case by jury.

(2) The Governor-General in Council may, by notification in the *Gazette of India*, declare any officer to be the competent authority for the purpose of issuing instruction under sub-section (1) in regard to any class of cases specified in the notification"

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2. Offences under the Indian Army Act, sections 27 (*d*), 35 (*a*), (*b*), 39 (*b*), (*d*), 41 and 42, as well as most offences under section 31 can be tried by a court-martial or a civil court.

3. The procedure in a case where there is dual jurisdiction is laid down in the Indian Army Act—sections 69 and 70; the 'prescribed military authority' being the general officer commanding-in-chief, district, brigade or station commander.

If the offender is in military/civil custody the unit commander/magistrate will take steps to request the prescribed military authority to decide before which court proceedings shall be instituted; but in those cases falling under the Indian Army Act, sections 41 and 42, in which death has resulted, the decision shall rest with the district commander or general officer commanding-in-chief.

PART V.

LEGAL ADVICE AND ENGAGEMENT OF COUNSEL FOR THE PROSECUTION.

1. For list of civil law officers, and the military officers by whom they may be consulted, see Appendix IX-A.

2. In cases in which the army is directly interested, financially or otherwise, in the prosecution of an offender in a civil court (whether subject to military law or not), the procedure laid down in Home Department Memo. No. F. 336-Judl., dated 30th June 1922, reproduced below, will be followed.

In such cases, the prosecution will ordinarily be conducted by the public prosecutor, government pleader or other legal officer of the local government concerned, in which case the expenses of the prosecution will be defrayed by the civil power in the ordinary course.

When, however, the employment of a government pleader or other legal officer of the local government concerned is not feasible owing to the nature of the case, or for other reasons, and the government law officer who is consulted advises the employment of special counsel, the fees, travelling and detention allowances of the latter may on the advice of the government law officer concerned, be sanctioned by the general officer commanding-in-chief or by the district commander who formally engages counsel.

The amount of fees agreed upon will be immediately reported to Army Headquarters together with an estimate of the total cost involved. On conclusion of the case, a report of the result and a complete statement of costs will be forwarded to Army Headquarters.

In no case will such counsel be employed without reference to the government law officer concerned, who will be asked to nominate a suitable barrister or other legal practitioner.

NOTE.—The above rules apply *mutatis mutandis* as far as is possible to trials before a court-martial where in the interests of justice or on account of the special nature of the case it is necessary to employ counsel for the prosecution.

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(*Home Department Office Memorandum No. F. 336-Judl., dated 30th June 1922.*)

SUBJECT :—*Procedure to be adopted in dealing with criminal prosecutions in which the Government of India are concerned.*

The undersigned is directed to communicate the following decisions of the Government of India to the Army Department and to request that they may be carefully observed. In order to avoid any chance of irregularities of procedure in connection with criminal prosecutions, the Governor-General in Council has decided :—

(1) that, when the Government of India are interested in any criminal prosecution, either the Solicitor of the Local Government where the accused is prosecuted should be employed, or, when the prosecution is directly controlled from headquarters, the Solicitor to the Government of India, who will, if necessary, take further advice from the Advocate General or the Government Advocate, according to the province in which the prosecution is being conducted ; and

(2) that no prosecutions shall be instituted without adequate legal advice being taken in writing, and that no prosecutions shall be instituted or withdrawn in any manner contrary to such legal advice without reference to the Governor-General in Executive Council.

PART VI.

DEFENCE OF SOLDIERS CHARGED WITH CRIMINAL OFFENCES

A.-38944 (A. G.-3).

The following are the rules for the defence of British and Indian soldiers charged with criminal offences, and prosecuted by government in civil courts :—

(1) When soldiers are to be tried by a civil court upon any criminal charge, the brigade commander should consult the district magistrate, and arrange with him for the selection and remuneration of a pleader, advocate or barrister, as the importance and necessities of the case may require.

(2) Except in cases in which the Government of India are interested the maximum amount that may be paid to the pleader, advocate or barrister is (*a*) Rs. 100 for each day that he appears in the case, on behalf of one or more accused, before a high, chief or sessions court, or (*b*) Rs. 50 for each day that he appears in the case on behalf of one or more accused, before any other court. These amounts include expenses of *every description* which counsel may incur

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(3) The brigade commander is only to appoint a pleader, advocate or barrister in cases where he thinks it desirable. The amount to be paid to counsel will be definitely settled beforehand, subject to the above maxima. If suitable counsel cannot be obtained for the remuneration admissible under these rules, the case should be reported to superior authority with a view to the orders of government being obtained thereon.

(4) When counsel is rightly provided for the defence of a soldier at the first trial in a civil court, counsel can also be provided when considered necessary on appeal, subject to the limitations laid down in rules (2) and (3).

(5) (*a*) The term 'soldier' in (1) includes British regimental warrant and non-commissioned officers and privates and army reservists up for training or called out for service; it also includes Indian regimental non-commissioned officers and privates, and regimental reservists up for training or called out for service.

(*b*) It does not include British officers, departmental warrant officers (including assistant surgeons), departmental non-commissioned officers and privates, and army reservists not up for training and not called out for service; nor does it include Indian officers, warrant officers (including sub-assistant surgeons), regimental non-commissioned officers and privates when on leave, all non-regimental non-commissioned officers and privates whether on leave or not, and all non-regimental reservists, regimental reservists not up for training and not called out for service, departmental and regimental followers, or any classes beyond those specified in clause (*a*).

(*c*) Any special case not falling within the terms of clause (*a*) may be reported to superior authority with a view to the orders of government being obtained thereon. A.-38944 (A. G.-8.)

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APPENDIX IX-A.

LIST OF GOVERNMENT (CIVIL) LAW OFFICERS WHO MAY BE CONSULTED BY MILITARY COMMANDERS ON MATTERS OF CIVIL LAW.

NOTE (1)—Where a district is mentioned the military district is meant unless the civil district is specifically mentioned.

(2)—The rules relating to legal business, made by local governments, must be strictly complied with in respect of the channels through which the advice of their law officers is to be sought and of the particular adviser (where more than one is mentioned in respect of matters arising in the same area) who is to be consulted in each particular case. These rules may be obtained from the local governments concerned.

Formation.	Advisers.	In respect of matters arising in.
Northern Command.		
General Officer Commanding-in-Chief, Northern Command.	Legal Remembrancer, Punjab Government.	Punjab.
	Government Pleader, Peshawar .	Peshawar District, and Hazara (Civil) District of Rawalpindi District.
	Government Pleader, Dera Ismail Khan.	Kohat and Waziristan Districts.
Officer Commanding Peshawar District.	Government Pleader, Peshawar .	Peshawar District.
Officer Commanding, Kohat District.	Government Pleader, Dera Ismail Khan.	Kohat District.
Officer Commanding, Waziristan District.	Do. do. do.	Waziristan District.
Officer Commanding Rawalpindi District.	Legal Remembrancer, Punjab Government.	Punjab.
	Government Pleader, Peshawar .	Hazara (Civil) District.
Officer Commanding, Lahore District.	Legal Remembrancer, Punjab Government.	Lahore District.
Western Command.		
General Officer Commanding-in-Chief, Western Command.	Advocate General Bombay . . Solicitor to Government, Bombay . Legal Remembrancer, Bombay . Public Prosecutor in Sind and Government Pleader in the Court of the Judicial Commissioner, Sind.	Western Command.

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Formation.	Advisers.	In respect of matters arising in.	
Western Command—contd.			
Officer Commanding, Baluchistan District.	Public Prosecutor in Sind and Government Pleader in the Court of Judicial Commissioner, Sind.	Baluchistan District.	
Officer Commanding, Sind (Independent) Brigade Area.	Do. do. do.	Sind (Independent) Brigade Area.	A.-44333 (A. G. 8).
Officer Commanding, Zhob Bde. Area (Independent).	Do. do. do.	Zhob Brigade Area (Independent).	
Eastern Command.			
General Officer Commanding-in-Chief, Eastern Command.	Legal Remembrancer, United Provinces Government.	United Provinces.	
	Government Pleader, Delhi and (through him) Legal Remembrancer, Punjab Government.	Delhi Province.	
	Superintendent and Remembrancer of Legal Affairs, Bihar and Orissa Government.	Bihar and Orissa.	
	Legal Remembrancer, Bengal	Bengal Presidency.	
	Remembrancer of Legal Affairs, Assam.	Assam.	
Officer Commanding, Meerut District.	Legal Remembrancer, United Provinces Government.	United Provinces.	
Officer Commanding, Delhi Brigade Area (Independent).	Government Pleader, Delhi and (through him) Legal Remembrancer, Punjab Government.	Delhi Province.	
	Legal Remembrancer, United Provinces Government.	Those parts of the Delhi Brigade Area (Independent) which are in the United Provinces.	
Officer Commanding, Presidency and Assam District.	Superintendent and Remembrancer of Legal Affairs, Bihar and Orissa Government.	Bihar and Orissa.	A.-43238 (A. G. 8).

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Formation.	Advisers.	In respect of matters arising in
Eastern Command—contd.		
	Legal Remembrancer, Bengal .	Bengal Presidency.
	Remembrancer of Legal Affairs, Assam.	Assam.
General Officer Commanding, Lucknow District.	Legal Remembrancer, United Provinces Government.	Lucknow District.
Southern Command.		
General Officer Commanding-in-Chief, Southern Command.	Advocate-General, Bombay . .	Bombay Presidency.
	Solicitor to Government of Bombay.	
	Legal Remembrancer, Bombay .	
	Legal Remembrancer, Central Provinces Government.	Central Provinces and Berar.
	Legal Remembrancer, United Provinces Government.	Those parts of the Central Provinces District which are in the United Provinces.
	Government Solicitor, Madras .	Madras District and Hyderabad State.
Officer Commanding, Mhow District.	Legal Remembrancer, Central Provinces Government.	Central Provinces and Berar.
	Legal Remembrancer, United Provinces Government.	Those parts of the Central Provinces District which are in the United Provinces.
Officer Commanding, Poona District.	Advocate General, Bombay .	Bombay Presidency.
	Solicitor to Government, Bombay .	
	Legal Remembrancer, Bombay .	
	Government Solicitor, Madras .	Hyderabad State.
Officer Commanding, Bombay District.	Advocate General, Bombay . .	Bombay District.
	Solicitor to Government, Bombay .	
	Legal Remembrancer, Bombay .	
Officer Commanding, Madras District.	Government Solicitor, Madras .	Madras District.
Officer Commanding, Burma Independent District.	Government Advocate to Government of Burma.	Burma District.
Officer Commanding, Aden Independent Brigade.	Advocate General, Bombay .	Aden Independent Brigade.
	Solicitor to Government, Bombay .	
	Legal Remembrancer, Bombay.	

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APPENDIX IX-B.

DEFENCE OF MECHANICAL TRANSPORT DRIVERS.

(*Referred to in paragraph 281-A.*)

The defence of all officers and soldiers, whether British or Indian, against whom claims *at civil law* are preferred in respect of damage to persons or property arising out of accidents in which they may be involved when driving mechanical transport vehicles *on duty*, will be undertaken by the local military authorities under the provisions of paragraph 281. This course will be followed whether the accident is deemed to have been due to the negligence of the officer or soldier concerned or not. A-47958 (A. G. 8).

2. When a British or Indian soldier, N. C. O., warrant officer, or an Indian officer (but not a King's commissioned officer), meets with an accident whilst driving a government mechanical transport vehicle *not on duty*, but whilst driving it with the permission of competent authority, the local military authorities will undertake his defence as a matter of course only when the circumstances are such that, but for Crown exemption, a claim would lie against the Government of India as the employer of the driver. Where doubt exists as to whether such a claim would lie, the case will be considered specially and will be referred for that purpose to the district or independent brigade commander concerned, who will obtain the advice of his civil law officer (*vide* Appendix IX-A). In the event of the civil law officer advising that no such claim would lie against the Government of India, the defence of the driver will not be undertaken by the local military authorities.

3. When a King's commissioned officer meets with an accident whilst driving a government mechanical transport vehicle *not on duty*, but with permission, he will be left to undertake his own defence save in the most exceptional circumstances, when the case will be reported to Army Headquarters with a view to the orders of the Government of India being obtained thereon.

4. In cases where the vehicle was being driven *not on duty* and *without authority*, the defence of the driver (whether a British or Indian soldier or an officer) will not be undertaken.

5. The utmost discretion should be used by officers in a position to give permission for the use of vehicles not on duty, as they will be held responsible in the case of such permission having been improperly granted.

6. Nothing in the above instructions should be construed as an indication that an officer or soldier, whose defence is being undertaken, is thereby absolved from his liability to disciplinary action, or stoppages of pay, either by sentence of court martial or, in the case of a soldier, his commanding officer, in respect of damage to public or

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private property or injury to persons; or when the damage is to public property and the driver is an officer, an order for stoppages of pay by the Governor-General in Council under the Royal Warrant which forms the preamble to the Pay and Allowance Regulations, Part I.

7. These rules do not extend to defence against criminal proceedings (the procedure for which is laid down in Part VI, Appendix IX) but is limited to claims at Civil Law.

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APPENDIX X.

(Referred to in para. 546.)

RULES REGARDING THE GRANT OF PATENTS AND THE TRIAL OF INVENTIONS.

"A"

RMGULATIONS REGARDING PATENTS AND INVENTIONS.

1. No officer, warrant officer, n. c. o., or soldier of the regular forces and no civilian or other person employed in the army or marine departments of the G. of I. is permitted to apply for, or obtain, a patent, except in the manner laid down in these regulations.

1-A. Officers and others subject to military law who wish to take out a patent in the United Kingdom shall obtain the permission of the Army Council in accordance with the instructions laid down in the King's Regulations.

Applications for British patents should be forwarded direct to the War Office by the district commander.

2. Should permission to apply for, or obtain, a patent be granted it will be subject to these regulations from which there will be nc appeal by the applicant of patentee.

3. The inventor shall in the first instance apply to his unit commander or the head of his department, for permission to apply at the Patent Office for a patent. Application for permission is to be made *in triplicate* on the form prescribed in para. 5 which gives the conditions on which such permission is granted. At this stage the inventor will not be required to give more than the title of his invention.

Such application may be made confidentially direct to the inventor's unit commander or the head of his department, who will take steps to see that the application and all subsequent steps in the matter are dealt with confidentially so as to safeguard the inventor's interests as well as those of the G. of I.

4. In order that the inventor may not be prejudiced in any way by delay in making his application at the Patent Office, unit commanders and heads of departments are authorized to approve of applications made in the form prescribed unless they have reason to doubt that the applicant is the true inventor. One copy of the form approved by them is to be forwarded at once to the Secretary to G. of I. in the army or marine department as the case may be. The other two copies of the form approved by them should be returned to the inventor, one for his retention and the other for him to forward to the Patent Office together with his application.

5. The following is the form of agreement referred to in the preceding paragraphs. It is to be prepared locally and must be signed and approved before the application is made at the Patent Office.

This form must be made out in triplicate by the inventor and sent to his unit commander or the head of his department for approval.

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The unit commander or head will sign the three copies, send one copy to the Secretary to the Government of India in the army or marine department and return the other copies to the inventor.

The inventor will then enclose one copy with his application to the Patent Office, 1, Council House Street, Calcutta.

AGREEMENT.

INVENTION SOUGHT TO BE PATENTED.

Address———————————————

Date———————————————

I hereby request permission to apply at the Patent Office (India) or a patent for an invention of (quote title of invention) on the following conditions.

1. Within 48 hours of the despatch by me to the Patent Office of my application, I will forward a copy of the application and of the specification accompanying the application, to the Secretary to the G. of I. in the Army or Marine Department as the case may be through my unit commander or head of my department.

2. I will, if so ordered, withdraw my application for a patent.

3. I will, if so ordered, assign to the G. G. in Council, on behalf of the G. of I., as may be required, the benefit of the invention and any patent that may be granted, or enter into such agreement for its use by G. of I. or its contractors as may be directed by the G. G. in Council.

I will not assign or deal with the invention or patent, or grant any licenses or rights to the use of it, to any one except with the previous authority of the G. G. in Council, or under the terms of my agreement (if any) with the G. G. in Council.

5. I fully understand that the terms of payment (if any) for the assignment of the invention or patent to the G. G. in Council, or for its use by the G. of I., will be decided by the G. G. in Council and that regard will be paid to any facilities in orginating, working out, and perfecting the invention which I may have enjoyed by reason of my official position, and that all payments will be made subject to the approval of the G. of I.

6. I will not apply for a patent in any foreign country, or in any British colony or dependency, without the authority of the G. G. in Council.

Signature

Rank

Approved.

I have informed the inventor that he may apply for an Indian patent for his invention and have furnished him with two copies of this agreement.

Signature

Rank

Date

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"B"

MEMORANDUM FOR INVENTORS DEALING WITH THE ARMY OR MARINE DEPARTMENT OF THE GOVERNMENT OF INDIA.

1. *Instructions how to submit.*—Persons who desire to submit any invention for the consideration of the G. of I. should do so by letter addressed to the Secretary to the Government of India in the army or marine department through the M. G. O.

2. The letter should state the nature of the invention and give sufficient particulars to enable its merits to be fully considered, and adduce any evidence there may be of the usefulness of the invention, obtained by actual previous experiment. Any drawings, models or samples which it is desired to submit should either accompany the letter or be sent separately at the same time, or if bulky, particulars should be given as to the place at which the samples or models can be inspected if necessary. All designs, plans, drawings, models, samples or papers submitted are at the owner's risk, and the army or marine department cannot accept any responsibility for damages to them should such occur.

3. The letter should also state whether the inventor has acquired an exclusive privilege under the Inventions and Designs Act, II of 1888 or a patent under the Indian Patents and Designs Act, 1911, or whether application has been made for a patent under the latter Act. If the invention is not so covered the fact should be stated.

4. *Terms.*—The letter should also state what remuneration or terms the inventor would ask if the G. of I. should desire—

(i) to acquire exclusive use of the invention;

(ii) to acquire unrestricted use of the invention, but also allowing inventor a free hand to let others use it.

If no remuneration is desired the fact should be stated.

5. Should the G. of I. consider it desirable to try an invention the inventor will, as a general rule, be required to bear the expense of the provision of the article, its carriage, fitting up and removal, but the question whether such expenses shall, in special cases, be finally borne by the G. of I. or by the inventor will be decided by the G. G. in Council according to the circumstances of the case.

6. *Retention of description.*—The G. of I. reserve the right to retain for future reference any designs, plans, drawings, models, samples or papers forming an essential part of the description of the invention which may be forwarded; but if the inventor desires their return the G. of I. will not refuse it unless they think there is good reason for doing so. It is desirable, however, that the inventor should keep copies.

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7. *Adoption of invention.*—Should the invention be adopted for army or marine services, terms for its use will be fixed by subsequent agreement, and such terms will include the supply of two copies of all designs, drawings, patterns and particulars relating to the invention which may be considered necessary by the G. of I.; and it is to be understood that all such designs, drawings, patterns and particulars will be absolutely at the disposal of the G. of I. for all purposes whatever, and that for them reasonable prices only will be paid to cover the cost of draughtsmanship and manufacture.

8. No claim for remuneration for an invention will be held to be established unless the invention has been adopted into the service.

9. All claims for remuneration will be carefully considered, but any award which may be made will only be payable to the claimant when approved by the G. of I.

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APPENDIX XI.

RULES RELATING TO THE SUSPENSION, REDUCTION, REMOVAL AND DISMISSAL OF PUBLIC SERVANTS.

I. Permanent servants should not be removed or dismissed except for serious offence which has been clearly proved.

II. Cases of physical incapacity should be treated according to rule; and as regards inaptitude for any particular branch of occupation the difficulty may frequently be overcome by a readjustment of duties, so again, a man who is inefficient in one appointment may be capable of performing the duties of another.

III. Neglect of duty, inattention or disobedience renders a servant liable to suspension, or reduction from a higher to a lower grade.

IV. Continued and wilful neglect, or disobedience, hopeless inefficiency, fraud, dishonesty, gross misconduct, and offences involving moral disgrace should be visited with dismissal, or removal according as it is considered necessary, or not, to bar the individual from re-employment under government.

V. Before a permanent public servant is removed, before a temporary public servant is removed during the period of his contract or without notice, if he is not serving under contract, and before a permanent or temporary public servant is dismissed, the charge against him, his defence and the order thereon should be committed to writing; he should be allowed an opportunity of cross-examining witnesses against him and of producing witnesses in his own behalf; and he should be furnished with a copy of the document showing the grounds on which his removal or dismissal was ordered. In the event of the removed or dismissed servant appealing, these documents, together with his character roll or service book should be forwarded with the memorandum of appeal. In this rule a public servant includes a menial servant.

VI. A dismissed servant should not be reinstated or re-employed in any department of the State without the sanction of the local government or administration or head of a department.

VII. A dismissal should only be notified in the gazette—

(1) when it is necessary to notify the public of the removal from service of an officer whether because his appointment was previously gazetted or from any other cause, or

(2) when it is specially desired to exclude from re-employment a public servant who has been dismissed for a heinous offence.

VIII. The authority who can appoint to a particular office has power to dismiss, remove, reduce or suspend from that office but an

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appeal lies from an order of dismissal or removal, etc., to the official superior to the officer who passes such order.

IX. All civilians in military employ holding or exercising any office other than a menial office are subject to the provisions of the Government Servants' Conduct Rules, 1904.

X. All enrolled regimental and departmental public followers in permanent employ and paid by the state shall, in the event of the abolition of their appointments, be entitled to at least 3 months' notice before their services are dispensed with.

2. If in any case such notice is not given and the man has not been provided by government with other suitable employment on the date on which his services are dispensed with, a gratuity not exceeding his pay for the period by which the notice actually given to him falls short of three months, may be paid to him, in addition to any pension to which he may be entitled; but the pension shall not be payable for the period in respect of which he receives a gratuity in lieu of notice.

NOTE.—Unless it contains an express statement to the contrary, an order for the abolition of an office or appointment shall not be brought into operation till the expiry of three months after notice has been given to the person whose services are to be dispensed with on such abolition.

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APPENDIX XI (A).

(Referred to in para. 195.)

A RULES RELATING TO THE DISCHARGE, IF FOUND UNFIT FOR FIELD SERVICE, OF CIVILIAN ESTABLISHMENTS ENGAGED ON I.A.F.Z.-2055 EMPLOYED IN THE VARIOUS ADMINISTRATIVE SERVICES AND DEPARTMENTS OF THE INDIAN ARMY.

19276 (A.G.-6.)

Civilian personnel (clerks, agents, hospital store-keepers, etc.) engaged on I. A. F Z.-2055 and employed in the various administrative services and departments of the Indian army shall not be eligible for further promotion, officiating or permanent, who have on two occasions, with an interval between them of not less than three months, been found unfit for field service. Any individual who has been found repeatedly unfit for field service shall be brought before a medical board with a view to his being invalided out of the service. The opinion of the medical board should be recorded on I. A. F. (Medical) No. 8. No man will be retained in any grade who has been repeatedly found, or is permanently, physically unfit for field service. A certificate of partial incapacity, [on I. A. F. (Medical) No. 8.] as provided for in the second clause of Article 447 of the Civil Service Regulations, must, having in view the field service liabilities of clerks, agents and hospital store-keepers, be regarded as equivalent to a certificate of total incapacity [on I. A. F. (Medical) No. 8] and the men will be invalided from the service.

A.-48026 (A.G.-8.)

A.-44333 (A. G.-8).

Z.-5702 (D.M. S.).

2. The orders in the above paragraph do not apply to civilian personnel who have more than 20 years' continuous and pensionable service under government. In their case unfitness for field service, temporary or permanent, does not constitute a bar to further promotion, provided that they are certified by a medical board to be fit for duty in cantonments. Personnel of over 20 years' service will, however, still be liable for field service, and the man who is physically fit for duty in the field will ordinarily have a stronger claim to promotion than his immediate senior who is only fit for duty in cantonments.

3. Any man, whatever his service (whether under 20 years or not) who is, in the opinion of a medical board, guilty of malingering in order to avoid field service, or of aggravating his disease with the same object, shall be dismissed from the service. Such a man should not be invalided from the service or permitted to enjoy the pension which he may have earned.

N.B.—For an interpretation of the above rules, *see* Appendix to Army Instructions, India, No. 1006, dated the 5th December, 1922.

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APPENDIX XII.

TABULAR STATEMENT OF APPOINTMENTS.

(Special attention is directed to the notes at the end of the Appendix.)

Section I.—Commands. (Items 1—4.)

Section II.—Staff and administrative appointments tenable by major-generals. (Items 5—26.)

Section III.—General staff appointments. (Items 27—45.)

Section IV.—Administrative staff—

(*a*) Adjutant general's appointments. (Items 46—73.)

(*b*) Quartermaster general's appointments. (Items 74—131.)

(*c*) Master general of ordnance branch. (Items 132—143.)

(*d*) Military secretary's branch. (Items 144—146.)

(*e*) Engineering services (Engineer-in-Chief). (Items 147—155.)

(*f*) Station staff. (Items 156—157.)

Section V.—Training establishments. (Items 158—213.)

Section VI.—Regimental appointments. (Items 214—257.)

Section VII.—Personal appointments. (Items 258—269.)

Section VIII.—Civil appointments. (Items 270—287.)

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION I.			
	COMMANDS.			
1	*Commander-in-Chief . .	His Majesty the King on the recommendation of the Secretary of State for India, with the concurrence of the Secretary of State for War.	Tenure of 5 years . . .	Gazette of India.
2	*Army commander . .	The Secretary of State for India on the nomination of the Government of India, with the concurrence of the Secretary of State for War in the case of an officer of the British service.	Rank not below lieutenant-general.	
3	*District commander . .		Rank not below major-general.	
4	*Brigade area and brigade commander.	The Government of India on the nomination of the Commander-in-Chief in the case of an officer of the Indian army. The Secretary of State for War, with the concurrence of the Commander-in-Chief in the case of an officer of the British service.	Rank not below colonel or brevet colonel.	

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	SECTION II.				
	STAFF AND ADMINISTRATIVE APPOINTMENTS TENABLE BY GENERAL OFFICERS.				
5	*Chief of the General Staff	The Secretary of State for India on the nomination of the Government of India, with the concurrence of the Secretary of State for War in the case of an officer of the British service.	If the Commander-in-Chief belongs to the British service two of these must belong to the Indian army, and their rank should not ordinarily be lower than lieutenant-general. If a major-general is appointed he may be given the local rank of lieutenant-general with the concurrence of the War Office. No. 8 may be held by a civilian, in which case the sanctioning authority is the Government of India. (Nos. 5 to 8 are designated Principal Staff Officers.)		
6	*Adjutant General in India				
7	*Quartermaster-General in India				
8	*Master General of Ordnance	The Secretary of State for India, in consultation with the Chief of the Imperial General Staff and the Commander-in-Chief in India.	General officer of the Indian army. Rank not below major-general.		London Gazette.
9	Secretary, Military Department, India Office.				

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION II—*contd.*			
	STAFF AND ADMINISTRATIVE APPOINTMENTS TENABLE BY GENERAL OFFICERS—*contd.*			
10	Military Secretary, Army Headquarters.		Major-general of the Indian army.	
11	*Deputy chief of the General Staff and Director of staff duties.		Rank of major-general	
12	*Deputy adjutant general in India, and Director of personal services.			
13	*Deputy quartermaster-general and director of movements and quarterings.			
14	*Deputy adjutant and quartermaster-generals, commands.		Of the 4 officers holding these appointments, 2 should be of the rank of major-general and 2 of the rank of colonel.	

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15	*Deputy master general of ordnance (director of technical organisation).		Rank of major-general . .	Gazette of India.
16	*Director of ordnance services.	The Government of India on the nomination of the Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of an officer of the British service.	Rank of colonel . . .	
17	*Commandant, staff college .		Rank of major-general. Tenure 3 years, extensible up to a limit of 4 years.	
18	*Commandant, equitation school and major-general of cavalry.		Rank of major-general. No. 19 to be an officer of the Indian Army.	
19	Director of supplies and transport.			
20	*Director of remounts . .		Normally an officer of the army remount department of the rank major-general or colonel.	
21	*Director of veterinary services in India.		Rank of major-general or colonel. In the case of a British service officer he must have previously served in India or in an eastern theatre with Indian troops for at least 2 years.	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION II—*concld.* STAFF AND ADMINISTRATIVE APPOINTMENTS TENABLE BY GENERAL OFFICERS—*concld.*			
22	*Major-general, Royal Artillery	The Government of India on the nomination of the Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of an officer of the British service.	Rank not below major-general.	
23	*Engineer-in-Chief . . .			
24	* Director of Medical Services .	The Secretary of State for India on the nomination of the Government of India, with the concurrence of the Secretary of State for War in the case of an officer of the British service.	Rank not below major-general. As a general rule officers will not be eligible for re-appointment after completing four years' tenure, but in special circumstances re-appointment may be permitted provided the total tenure does not exceed five years or that the officer re-appointed will not exceed the age of 60 on the termination of his extended tenure.	

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25	* Deputy directors of medical services, commands.	Government of India on the nomination of the Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of an officer of the British service.	Rank not below major-general. Tenure :—4 years in the rank. Officers of the Indian Medical Service may be re-appointed for a second term of duty subject to vacation on reaching the prescribed age limit.	Gazette of India.
26	Military adviser-in-chief, Indian state forces.	Government of India on the nomination of the Foreign and Political Department, after consultation with the Commander-in-Chief.	Rank of major-general . . .	
	SECTION III.			
	GENERAL STAFF APPOINTMENTS.			
27	*Director of military operations	The Government of India on the nomination of the Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of an officer of the British service.	Rank not below colonel .	
28	*Director of military training .			
29	*Deputy director of staff duties.			
30	*Deputy director of military intelligence.			
31	*Brigadier, General Staff, Commands.			
32	*Brigadier, Royal Artillery, Commands.			
33	*Brigadier, Royal Engineers, Army Headquarters.			
34	*Signal Officer-in-Chief . .			

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION III—*contd.*			
	GENERAL STAFF APPOINTMENTS —*contd.*			
35	General staff officer, 1st grade, at the India Office.	The Secretary of State for India	Officer of the Indian Army of the rank of colonel or lieut.-colonel. Special qualifications are laid down for this appointment.	London Gazette.
36	General staff officer, 1st grade, at the War Office.	The Secretary of State for War, on the nomination of the Commander-in-Chief.	Rank not below colonel .	London Gazette.
37	General staff officer, 2nd grade, at the War Office.		Rank not below captain .	
38	*General staff officer, 1st grade	Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of an officer of the British service.	Rank not below colonel . .	.
39	*General staff officer, 2nd grade	Commander-in-Chief .	Rank not below captain . .	India Army Orders.
40	*General staff officer, 3rd grade, Army Headquarters.		captain or lieutenant .	
41	Translation officer and, editor "Fauji Akhbar" (G.S.O.-3).			

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42	*General staff officers, 3rd grade, commands and districts.	Army Commander . . .	captain or lieutenant	Command Orders.
43	*Colonel, Royal Tank Corps, India, and technical adviser to the Chief of the General Staff.	Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of an officer not on the Indian establishment.	Rank not below lieutenant-colonel and qualified at the Royal Tank Corps school. Tenure 3 years, extensible to 4.	India Army Orders.
44	*Chief signal officers, commands	Commander-in-Chief . .	Rank not below major . .	
45	*Staff officers, Royal artillery, commands.			
	SECTION IV.			
	ADMINISTRATIVE STAFF.			
	(a) *Adjutant General's appointments.*			
	(Staffs.)			
46	*Deputy director of personal services.	Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of an officer not on the Indian establishment.	Rank not below colonel . .	
47	*Director of organization .			
48	*Assistant adjutant general .			

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION IV—*contd.*			
	ADMINISTRATIVE STAFF—*contd.*			
	(a) *Adjutant general's appointments*—contd.			
	(Staffs)—*contd.*			
49	*Deputy assistant adjutant general.	Commander-in-Chief . .	Rank not below captain .	,
50	*Deputy director of auxiliary and territorial forces.	Commander-in Chief, with the concurrence of the Secretary of State for War in the case of an officer not on the Indian establishment.	Rank not below colonel .	
51	*Deputy assistant director of auxiliary and territorial forces.		Rank not below captain .	
52	*Staff captain, auxiliary and territorial forces.		captain or lieutenant . .	
53	*Director of military prisons and detention barracks.		Rank not below major . .	

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	(Judge Advocate General's Department.)			
54	Judge advocate general	Commander-in-Chief.	..	India Army Orders.
55	Deputy judge advocate general		Rank not below major. Must have passed the examination laid down in Appendix XXIV.	
56	Assistant judge advocate general.		Rank not below captain. Must have passed the examination laid down in Appendix XXIV. Tenure unlimited.	
57	Deputy assistant judge advocate general.	..	..	
	(Recruiting Staff.)			
58	Recruiting officer . .		Officer of the Indian army with knowledge of classes recruited from his area.	
58 *a.*	Administrative commandant Indian teritorial force		If held by an officer of the I. A. the tenure is 3 years.	
59	Assistant recruiting officer .		Officer of the Indian army (generally captain or subaltern) with a knowledge of classes recruited from his area. Tenure 1 year.	Command Orders.
	(Medical Directorate).			
60	*Deputy director of medical services, Army Headquarters.	Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of a British Service officer not on the Indian establishment.	Rank not below colonel. Should not be of the same service as the director of medical services. Tenure as in Item No. 25.	India Army Orders.
61	*Assistant directors of medical services, districts and independent brigades.		Rank not below colonel. Tenure as in Item No. 25.	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION IV—*contd.*			
	ADMINISTRATIVE STAFF—*contd.*			
	(a) *Adjutant General's appointments*—contd.			
	(Medical Directorate)—*contd.*			
62	*Director of medical organization for war, Army Headquarters.		Rank of lieutenant-colonel .	
63	*Assistant director of medical services, Army Headquarters.			
64	*Deputy assistant director of medical services, Army Headquarters.		Officer of the R. A. M. C. or I. M. S.	
65	*Deputy assistant directors of medical services, commands, districts or independent brigades.			

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66	*Director of hygiene and pathology, Army Headquarters.	Commander-in-Chief.	R. A. M. C. or I. M. S. officer who holds the D. P. H. or is qualified as a specialist in hygiene or pathology and has held an appointment as such. Rank of lieutenant-colonel.	India Army Orders.
67	Assistant director of pathology, Army Headquarters.		R. A. M. C. or I. M. S. officer, with previous experience as an A. D. P. or D. A. D. P. who has qualified as a specialist in pathology at the R. A. M. college, or holds an equivalent qualification. Tenure 3 years extensible to 4 years.	
68	Assistant director of pathology, commands.			
69	*Assistant directors of hygiene and pathology, commands.		R. A. M. C. or I. M. S. officer who holds a specialist certificate in hygiene or pathology (R. A. M. college) or an equivalent qualification. Tenure 3 years extensible to 4 years. Rank of lieutenant-colonel.	
70	Deputy assistant director of hygiene, Army Headquarters.		R. A. M. C. or I. M. S. officer with previous experience as an A. D. H. or D. A. D. H. who holds the D. P. H. or a specialist certificate in hygiene. Tenure 3 years extensible to 4 years.	
71	Assistant director of hygiene, commands.			
72	*Deputy assistant directors of hygiene, districts.		Tenure 3 years extensible to 4 years.	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION IV—*contd.*			
	ADMINISTRATIVE STAFF—*contd.*			India Army Orders.
	(a) *Adjutant General's appointments*—concld.			
	(Medical Directorate)—*concld.*			
73	*Deputy assistant directors of pathology, districts.	Commander-in-Chief . .	R. A. M. C. or I. M. S. officer who holds a specialist certificate in pathology (R. A. M. college) or an equivalent qualification. Tenure 3 years extensible to 4 years.	
	(b) *Quartermaster General's appointments.*			
	(Staffs).			
74	*Assistant quartermaster-general.	Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of an officer not on the Indian establishment.	Rank not below colonel .	
75	*Assistant adjutant and quartermaster-general.			

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76	*Deputy assistant quarter-master-general.	Commander-in-Chief.	Rank not below captain	
77	* Deputy assistant adjutant and quartermaster-general.			
78	*Staff captain, Army Headquarters.		Captain or lieutenant . .	
79	*Staff captains, brigades .	Army Commander.		Command Orders.
	(SUPPLY AND TRANSPORT SERVICES.)			
	(Administrative.)			
80	Deputy director of supplies and transport, Army Headquarters and commands. Inspectors of I. A. S. C. services.	Commander-in-Chief.	Rank not below colonel .	India Army Orders.
81	O. C., Chaklala, Commandant, H. R. S. Class I, O. C. C. C. M. T. S., Depot, (All graded as D. D., S. and T.).			
82	Assistant director of supplies, commands.		Rank not below lieut.-colonel.	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION IV—*contd.*			
	ADMINISTRATIVE STAFF—*contd.*			
	(b) *Quartermaster General's appointments*—contd. (SUPPLY AND TRANSPORT SERVICES)—*contd.* (Administrative)—*concld.*			
83	Assistant directors of transport, Army Headquarters and commands.		Rank not below major.	
84	Deputy assistant director of supplies & transport and deputy assistant director of transport, Army Headquarters.		Rank of major or captain.	
85	Officer in charge Indian army service corps records.		Rank not below colonel.	
86	Staff captain (M. T.) Army Headquarters.		Rank not below captain.	
87	Chief inspector of M. T., Army Headquarters.		Rank of lieutenant-colonel or major.	

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	(Executive.)	Commander-in-Chief.		India Army Orders.
88	Assistant director of supplies and transport, districts.			
89	Commandant, Indian army service corps, training establishment.		Rank not below lieutenant-colonel.	
90	Commandant "A", "B" and "C" transport depots and mechanical transport depot.			
91	Officers commanding, "I", "K", "M" and "N" supply depot companies.			
92	Commandant, heavy repair shops, M. T., Class II.		Rank of lieutenant-colonel or major.	
93	Deputy assistant director of supplies and transport, independent brigades.		Rank of major . .	
94	Deputy assistant director of supplies, deputy assistant director of transport, deputy assistant director of supplies and transport, districts, deputy assistant director of transport (M. T.), districts.		Rank not below captain . .	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION IV—*contd.*			
	ADMINISTRATIVE STAFF—*contd.*			
	(b) *Quartermaster General's appointments*—contd.			
	(SUPPLY AND TRANSPORT SERVICES)—*contd.*			
	(Executive)—*contd.*			
95	Instructor, Indian army service corps training establishment.		Rank not below major (tenure 3 years).	
96	Technical inspectors, assistant technical inspectors (M. T.).		Major, captain or lieutenant	
97	Officers posted to H. R. S. (M. T.), Classes I and II, central (M. T.) stores depot and M. T. depot.			
98	Executive commissariat officer, Port Blair.		Rank not below captain (tenure 3 years).	

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99	Embarkation supply officer, officer in charge, ghee heating centre.	Commander-in-Chief.	Rank not below captain (tenure 2 years).	India Army Orders.
100	Officer in charge, supplies and transport, Kashmir Gilgit agency.			
101	Officer in charge, supplies and transport, Gilgit.		Rank not below captain (tenure 3 years).	
102	Adjutant, Indian army service corps training establishment.			
103	Adjutant, M. T. depot . .			
104	Commandant, animal transport company, H. E.		Normally held by a major, but may be held by a captain of 15 years' service.	
105	Officer commanding, M. T. companies.	Army Commander . .	Rank not below major . .	
106	Officer commanding, M. T. companies, (M. A. C.). officer commanding, M. T. companies (M. R. U.).		Rank of major or captain .	Command Orders.
107	Commandant, animal transport companies, L. E.		Rank not below captain .	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION IV—*contd.*			
	ADMINISTRATIVE STAFF—*contd.*			
	(b) *Quartermaster General's appointments*—contd.			
	(SUPPLY AND TRANSPORT SERVICES)—*contd.*			
	(Executive)—*concld.*			
108	Station, brigade and depot supply officer and assistant supply and transport officer.	District commander . .	Rank of major, captain or lieutenant according to importance of charge.	Command orders.
109	Workshop and section officers, M. T. companies, (M. A. C.) and (M. R. U.) and the officer posted to Bannu workshop section and assistant to A. D. T. (M. T.) Northern command.	Army commander . . .	Captains and lieutenants .	Command orders.
110	Inspector of messing . .	Commander-in-Chief . .	Rank not below captain .	India Army Orders.

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	(Ordnance Services).			
111	*Deputy director of ordnance services, Army Headquarters	Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of a British service officer not on the Indian establishment.	Rank not below colonel	India Army Orders.
112	*Deputy directors of ordnance services, commands.			
113	*Assistant director of ordnance services, Army Headquarters.			
114	Assistant director of technical organisation, Army Headquarters.		Rank not below major	
115	*Assistant directors of ordnance services, Army Headquarters and commands.			
116	*Chief ordnance officer	Commander-in-Chief.	Two appointments may be held by officers not below the rank of colonel. There is no rank qualification for the remaining appointments of chief ordnance officer, nor is there any limit to their tenure.	
117	*Deputy assistant director of ordnance services, Army Headquarters.		Rank not below captain	
118	*Deputy assistant director of ordnance services, districts.			

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION IV—*contd.*			
	ADMINISTRATIVE STAFF—*contd.*			
	(*b*) *Quartermaster General's appointments*—concld.			
	(Veterinary Services.)			
119	*Deputy director of veterinary services, and assistant director of veterinary services of a command.		Rank not below lieutenant-colonel.	
120	*Assistant director of veterinary services, Army Headquarters.		Tenure 4 years, subject to termination of Indian tour of duty in the case of a British service officer.	
121	* Deputy assistant directors of veterinary services, districts.			
122	*Commandant, army veterinary schools, Ambala and Poona.			
123	*Officer in charge, Indian army (veterinary corps, record office, Ambala.)			

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124	*Veterinary instructor, equitation school, Saugor.	Commander-in-Chief.		India Army Orders.
125	*Veterinary officer, attached to the army remount department. (Remount Department.)		In the case of a British service officer, selection will be made from those who have completed not less than one and not more than 2 years' service in India of their present tour.	
126	Deputy director of remounts .		Officer of the army remount department. Rank not below lieutenant-colonel.	
127	Remount officer, command headquarters.		Officer of the army remount department. No fixed tenure.	
128	Deputy assistant director of remounts.			
129	Superintendent, remount depot			
130	District remount officer .			
131	Assistant remount officer .		Officer of the Indian army attached for duty to the army remount department.	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION IV—*contd.*			
	ADMINISTRATIVE STAFF—*contd.*			
	(c) *Master General of Ordnance Branch.*			
132	*Director of artillery . .	The Government of India on the nomination of the Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of a British service officer not on the Indian establishment.	Rank not below colonel but may be held by a major-general, *vide* item No. 15. The senior of the two officers holding the appointments of director of artillery and director of ordnance factories and manufacture will be appointed deputy master general of supply.	Gazette of India.
133	*Director of ordnance factories and manufacture.			
134	Director of farms . .		Normally of the rank of lieutenant-colonel or colonel.	
135	Director of contracts . .		Rank not below lieutenant-colonel.	India Army Orders. Gazette of India.
136	*Deputy director of artillery .			
137	*Deputy director of ordnance factories and manufacture.			
137a	Deputy director of contracts .			India Army Orders.

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138	* Assistant director of artillery	Commander-in-Chief.	Rank not below captain.	India Army Orders.
139	* Assistant director of contracts			
140	*Assistant director of farms			
141	*Deputy assistant director of artillery.			
141a	Deputy assistant director of contracts.			
142	*Ordnance consulting officer, India Office.	The Secretary of State for India on the nomination of the Commander-in-Chief.	Rank not below lieutenant-colonel or colonel. Tenure 3 years extensible to 5 years.	London Gazette.
143	Assistant ordnance consulting officer, India Office.		Rank of captain. Tenure 2 years.	
	(d) *Military Secretary's Branch.*			
144	*Deputy military secretary, Army Headquarters.	The Government of India on the nomination of the Commander-in-Chief, with the concurrence of the Secretary of State for War in the case of an officer of the British service.	Rank not below colonel	Gazette of India.
145	*Assistant military secretaries, Army Headquarters and commands.	Commander-in-Chief	Rank not below captain. Tenure 5 years	India Army Orders.
146	*Assistant military secretary (Personal).			

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION IV—*concld.*			
	ADMINISTRATIVE STAFF—*concld.*			
	(e) *Engineering Services (Engineer-in-Chief).*			
147	*Deputy engineer-in-chief, Army Headquarters.	The War Office on the recommendation of the Commander-in-Chief. (In the case of a continuous service R. E. officer the Government of India sanction appointment).		Gazette of India.
148	*Chief engineer . . .	The War Office on the recommendation of the Commander-in-Chief.	Officer of the rank of colonel.	
149	*Deputy chief engineer, North-West frontier province.	Commander-in-Chief.		India Army Orders.

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150	*Staff officer, R. E., 1st grade	Commander-in-Chief (with the concurrence of the War Office if not on the Indian establishment).	Officer of the rank of lieutenant-colonel or major.	India Army orders.
151	Staff officer, R.E., 2nd grade .	Army commander . . .	Officer of the rank of major or captain.	Command orders.
152	*Commanding Royal engineer, 1st class.	Commander-in-Chief . .	Rank of lieutenant-colonel. No fixed tenure.	India Army orders.
153	*Commanding Royal engineer, 2nd class.	Army commander. . .	Rank of lieutenant-colonel, major or captain. No fixed tenure.	Command orders.
154	*Assistant to commanding Royal engineer.			
155	*Technical officer . . .	Commander-in-Chief or army commander according to whether the appointment is at Army Headquarters or headquarters of a command.	Rank of captain or lieutenant	India Army Orders or command orders.
	(f) *Station Staff.*			
156	*Station staff officer, 1st class.	Army commander . . .	Rank of captain or lieutenant	Command orders.
157	*Station staff officer, 2nd class	District or independent brigade commander.	Held in addition to regimental duties. Tenure not to exceed 2 years.	District or independent brigade orders.

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION V.			
	TRAINING ESTABLISHMENTS.			
158	*Commandant, senior officers' school.	Commander-in-Chief, with the concurrence of the War Office in the case of a British service officer not on the Indian establishment.	Rank not below colonel. Item 159. Preferably an officer holding a "Distinguished" certificate at a small arms school. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
159	*Commandant, small arms school, India.			
160	*Commandant, school of artillery.		Rank not below lieutenant-colonel. Preferably an officer who has passed a gunnery staff course.	
161	*Commandant, army signal school.	Commander-in-Chief . .	Rank not below major. Certified instructor in army signalling (Distinguished). Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	

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162	*Inspector of physical training	Commander-in-Chief, with the concurrence of the War Office in the case of a British service officer not on the Indian establishment.	Rank not below major. Aldershot advanced course certificate. Preliminary Urdu.	India Army Orders.
163	*Commandant, army school of physical training.	Commander-in-Chief.	Rank not below captain, Aldershot advanced course certificate. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
164	*Superintendent of physical training.			
165	*Commandant, Ahmednagar wing, S. A. S.		Rank not below major. Qualified in machine gun (extra or distinguished). Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
166	*Commandant, Pachmari wing, small arms school.		Rank not below major. Preferably an officer holding a "Distinguished" certificate at a small arms school. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
167	*Commandant, school of cookery, Poona.			
168	*Instructor, staff college. (G. S. O.-1).	Commander-in-Chief, with the concurrence of the War Office in the case of a British service officer not on the Indian establishment.	Rank not below colonel. Tenure 3 years, extensible up to a limit of 4 years.	
169	*Assistant commandant and chief instructor, senior officers' school. (G. S. O.-1).		Rank not below lieutenant-colonel. Tenure 3 years, extensible up to a limit of 4 years.	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified
	SECTION V—*contd.*			
	TRAINING ESTABLISHMENTS—*contd.*			
170	*Instructors, staff college. (G. S. O.-2).		Rank not below major. Tenure 3 years, extensible up to a limit of 4 years. Majors appointed will be given the temporary rank of lieutenant-colonel.	
171	*Instructors, senior officers' school. (G. S. O.-2).			
172	*Instructors, class "A", equitation school.		Rank not below major. Tenure 3 years, extensible up to a limit of 4 years.	
173	*Instructors, class "A", school of artillery.		Rank not below major. Passed gunnery staff course.	
174	*Instructors, class "B", Equitation school.		Rank not below captain. Preferably an officer holding a cavalry school proficiency certificate. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
175	*Instructors, class "B" school of artillery.		Rank not below captain. Passed gunnery staff course. Preliminary Urdu.	

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176	*Instructors, class "B", Pachmari wing, small arms school.	Commander-in-Chief.	Rank not below captain. Distinguished certificate at a small arms school. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	India Army Orders.
177	*Instructors, class "B", army signal school.		Rank not below captain. Certified instructor in army signalling (Distinguished). Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
178	*Instructors, class "B", Ahmednagar wing, small arms school.		Rank not below captain. Qualified in machine gun (Distinguished or extra). Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
179	*Instructors, class "B", army school of physical training.		Rank not below captain. Senior to be an officer holding Aldershot advanced course certificate. Junior to hold a certificate of physical training. Tenure 3 years, extensible up to a limit of 4 years.	
180	*Instructors, class "C", equitation school.		Rank of captain or lieutenant. Cavalry school proficiency certificate. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
181	Instructors, class "C", Pachmari wing, small arms school.		Rank of captain or lieutenant. Preferably an officer holding a distinguished certificate at a small arms school. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION V—*contd.*			
	TRAINING ESTABLISHMENTS—*contd.*			
182	*Instructors, class "C", army signal school.		Rank of captain or lieutenant. Certified instructor in army signalling. (Distinguished). Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
183	*Instructors, class "C", Ahmednagar wing, small arms school.		Rank of captain or lieutenant. Certified proficiency (extra or distinguished) in the machine gun. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
184	*Instructors, class "C", army school of physical training.		Rank of captain or lieutenant. Certificate of physical training. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
185	*Adjutant and quartermaster, staff college.			

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186	*Adjutant and quartermaster, senior officers' school.	Commander-in-Chief.	Item 185. Rank not below captain. Items 186, 187, 188 may be held by officers of the rank of captain or lieutenant. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	India Army Orders.
187	*Adjutant and quartermaster, equitation school.			
188	*Adjutant and quartermaster, school of artillery.			
189	*Adjutant and quartermaster, Pachmari wing, small arms school.		Rank of captain or lieutenant. Qualified at a small arms school. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
190	*Adjutant and quartermaster, Ahmednagar wing, small arms school.		Rank of captain or lieutenant. Qualified in the machine gun. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
191	*Adjutant and quartermaster, army school of physical training.		Rank of captain or lieutenant. Certificate of physical training. Tenure 3 years, extensible up to a limit of 4 years.	
192	*Adjutant and quartermaster, army signal school.		Rank of captain or lieutenant. Qualified in army signalling. Preliminary Urdu. Tenure 3 years, extensible up to a limit of 4 years.	
193	Commandant, Royal tank corps school.		Rank of major. Qualified at R. T. C. school. Tenure 3 years, extensible up to a limit of 4 years. B. S. officer.	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION V—*contd.*			
	TRAINING ESTABLISHMENTS—*contd.*			
194	Instructors, class "B", Royal tank corps school.	Commander-in-Chief.	Major or captain. Qualified at R. T. C. school. Tenure 3 years, extensible up to a limit of 4 years. B. S. officer.	India Army Orders.
195	Instructors, class "C", Royal tank corps school.		Captain or lieutenant. Qualified at R. T. C. school. Tenure 3 years, extensible up to a limit of 4 years. B. S. officer.	
196	Adjutant and quartermaster, Royal tank corps school.			
197	*General staff officer, 2nd grade, to Commandant, small arms school, India.		Rank not below captain. Distinguished certificate at a small arms school.	
198	*Commandant, army school of education.	Commander-in-Chief, with the concurrence of the War Office in the case of a British service officer not on the Indian establishment.	Rank not below lieutenant-colonel. Tenure at the discretion of the Chief of the General Staff.	

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199	Assistant commandant, army school of education, and *Commandant, Indian wing.	Commander-in-Chief.	Officer of the Indian army. When the officer holding the appointment proceeds on leave for a period exceeding 3 months an officer of the same rank as the permanent incumbent should be appointed to officiate. Tenure 3 years, extensible up to a limit of 4 years.	Command Orders.
200	*Inspectors of educational training, commands.		Officer of the army educational corps of the rank of major or captain. Tenure as ordered by the Chief of the General Staff.	
201	*District education officers .			
202	*Area education officers .		Officer of the army educational corps. Tenure as ordered by the Chief of the General Staff.	
203	*Chief Instructor, British wing, army school of education.		Officer of the army educational corps of the rank of major or captain. Tenure 3 years, extensible up to a limit of 4 years.	India Army Orders.
204	*Instructor, class "B" or "C", British wing, army school of education.		Officer of the army educational corps of the rank of captain or lieutenant. Tenure 3 years, extensible up to a limit of 4 years.	
205	*Instructor, Indian wing, army school of education.		Rank of captain or lieutenant. Officer of the Indian army or of the army educational corps who has passed the Urdu qualifying examination. Tenure 3 years, extensible up to a limit of 4 years.	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION V—*concld.*			
	TRAINING ESTABLISHMENTS.—*concld.*			
206	*Adjutant and quartermaster, British wing, army school of education.	Commander-in-Chief.	Officer of the British service of the rank of captain or lieutenant, who has experience of orderly room and quartermaster's duties. Tenure 3 years, extensible up to a limit of 4 years.	India Army Orders.
207	Adjutant and quartermaster, Indian wing, army school of education.		Officer of the Indian army of the rank of captain or lieutenant. Tenure 3 years, extensible up to a limit of 4 years.	
208	Commandant, Royal Indian military college.		Rank not below major. Officer of the Indian army specially selected.	
209	Adjutant, Royal Indian military college.		Rank not below captain. Tenure 3 years, extensible up to a limit of 4 years.	
210	Head master and assistant master, Royal Indian military college.	Specially recruited through the Secretary of State for India.	Terms of service as for Indian educational service. Tenable only by civilians.	Gazette of India.

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211	*Commandant, King George's Royal Indian military school.		Officer of the army educational corps, of the rank of captain or lieutenant. Passed Urdu qualifying examination. Tenure 3 years, extensible up to a limit of 4 years.	India Army Orders.
212	Adviser in languages, and Secretary, board of examiners.	Commander-in-Chief.	Rank not below major. Must possess the necessary language qualifications. Tenure 4 years but extensible as required.	
213	*Translation officer, Army Headquarters, (graded as instructor, Class B).		Rank of major or captain	
	SECTION VI.			
	REGIMENTAL APPOINTMENTS.			
214	Commandants, cavalry and infantry, Indian army.	Commander-in-Chief.	Tenure of 4 years or attainment of age limit, whichever first occurs. Must have undergone a course at a senior officers' school and pronounced fit for command by the selection board.	
215	*Commandants, sappers and miners.		Rank not below major, Officer of the Royal Engineers. Preliminary Urdu.	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION VI—*contd.*			
	REGIMENTAL APPOINTMENTS—*contd.*			
216	*Commandant, Indian mountain brigade, Royal artillery.	Commander-in-Chief, with the concurrence of the War Office.	Rank not below lieutenant-colonel. Preliminary Urdu. Not eligible after completing 2 years in the rank.	Command Orders.
217	*Commandant, mountain artillery training centre.			
218	*Commandant, Indian mountain battery.		Rank not below major. Preliminary Urdu. Must not be within 120 places from the top of the list for promotion.	
219	*Captain, Indian mountain battery, Royal artillery.	Commander-in-Chief.	Rank not below captain. Will vacate on promotion to major. Preliminary Urdu. Must not be within 160 places from the top of the list for promotion.	
220	*Commandant, Indian heavy artillery, Royal artillery.			

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221	*Subaltern, Indian mountain battery, Royal artillery, mountain artillery, training centre and Indian heavy artillery.		Will vacate on promotion to captain. Must have more than 2 years' service and qualify in preliminary Urdu within 2 years of appointment.	
222	*Adjutant, Indian mountain brigade, Royal artillery.	Commander-in-Chief, when no suitable officer is available within the command. Otherwise, Army commander.	Rank of captain or lieutenant. Preliminary Urdu. Must have experience of mountain artillery. Tenure years extensible by a period not exceeding 6 months.	
223	*Commandant of a sanitarium open continuously.	Army Commander . . .	Rank not below major. Officer of the British service. Tenure 2 years.	
224	Commandant, Governor General's bodyguard.	The Viceroy . . .	Officer of the Indian cavalry of the rank of major or captain. Tenure 5 years.	Gazette of India.
225	Adjutant, Governor General's bodyguard.		Officer of the Indian cavalry of the rank of captain or lieutenant.	
226	Commandant, Governor's bodyguard.	The Governor concerned with the concurrence of the Commander-in-Chief.	Officer of the Indian cavalry of the rank of major or captain.	
227	Adjutant, Governor's bodyguard.		Officer of the Indian cavalry of the rank of lieutenant. Must vacate on promotion to captain or on completing 4 years' tenure, whichever first occurs.	Local Government Gazette.

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION VI—*contd.*			
	REGIMENTAL APPOINTMENTS—*contd.*			
228	*Tank engineer, Royal tank corps, India.	Commander-in-Chief.	Rank not below captain. Tenure 3 years.	India Army Orders.
229	2nd-in-command, cavalry and infantry units, Indian army.		....	
230	Adjutant, Indian cavalry and infantry (except training battalions).	District Commander.	See paragraph 99 of these Regulations.	District Orders.
231	Quartermaster, Indian cavalry and infantry units (except training battalions).		See paragraph 100 of these Regulations.	
232	Adjutant, training battalion and headquarters, pioneer corps.	Commander-in-Chief.	See paragraph 99 of these Regulations. Tenure 3 years, extensible to 4 years.	India Army Orders.
233	Quartermaster, training battalion and headquarters, pioneer corps.		See paragraph 100 of these Regulations.	

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234	Adjutant, auxiliary force, India.	Commander-in-Chief.	Tenure 3 years extensible to 4 years. See para. 57 of these Regulations.	India Army Orders.
235	Company commander, Indian territorial force.	Commander-in-Chief.	Officer of approximately 6 years service. Tenure 3 years.	India Army Orders.
236	*Adjutant, sappers and miners	District commander.	Rank not below captain. Musketry certificate. Preliminary Urdu.	District orders.
237	*Quartermaster, sappers and miners.		Rank of lieutenant	
238	*Superintendent of instruction or superintendent of park, sappers and miners.	Commander-in-Chief.	Rank not below major. Will vacate on promotion to lieutenant-colonel, but may be retained for six months if selected for appointment as Commandant, sappers and miners. Preliminary Urdu.	Command orders.
239	*Commandant, signal training centre, India.		Rank not below colonel	India Army Orders.
240	*Commandant, signal training battalion, signal training centre, India.		Rank of lieutenant-colonel	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION VI—*contd.*			
	REGIMENTAL APPOINTMENTS—*contd.*			
241	*Commandant, signal training school, signal training centre India.	Commander-in-Chief.	Rank of lieutenant-colonel	India Army Orders.
242	*Officer in charge, records, signal training centre, India.			
243	*Commandant, divisional signals.			
244	*Commandant, corps signal company.		Rank of major.	
245	*Officer commanding, "A" depot company, signal training centre, India.			
246	*Senior instructor, signal training schools, signal training centre, India.			

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247	*2nd-in-command, signal training battalion, signal training centre, India.	District commander.	Rank of captain.		District orders.
248	*Second instructor, signal training school, signal training centre, India.				
249	*Officer commanding, "B", "C" and "D" depot companies, signal training centre, India.				
250	*Officers commanding, companies, Indian signal corps, other than those mentioned in Items 246 and 250.				
251	*Adjutants, Indian signal corps.				
252	*Commandant, "D" cavalry brigade signal troop (cadre).			Rank not below captain . .	
253	*Commandants, "A", "B" and "C" cavalry brigade signal troop.	Commander-in-Chief . .			India Army Orders.
254	*Instructor in gunnery, Royal artillery.	Commander-in-Chief, with the concurrence of the War Office.		Rank not below captain. Gunnery staff course certificate, and recommended by the commandant, school of gunnery.	

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION VI—*concld.*			
	REGIMENTAL APPOINTMENTS—*concld.*			
255	Squadron and company commander, Indian army.	Commander-in-Chief . .	....	India Army Orders.
256	*Company commanders, sappers and miners.	District commander . .	Captain or lieutenant . .	District orders.
	SECTION VII.			
	PERSONAL APPOINTMENTS.			
257	*Military secretary to the Viceroy.	The Viceroy.	Lieut.-colonel or major. If a Major is appointed he will be given the temporary rank of lieutenant-colonel.	Gazette of India.
258	*Assistant private secretary to the Viceroy (when a military officer).		....	
259	*Comptroller, Viceregal household.		....	

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260	*Military secretary to a provincial governor.	The Governor concerned, with the concurrence of the Commander-in-Chief.	....	Local Government Gazette.
261	*Private secretary to a provincial governor.		....	
262	Personal assistant to an agent to the Governor General and chief commissioner and to a resident.	Local administration . .	....	
263	*Aide-de-Camp or extra Aide-de-Camp to the Viceroy.	The Viceroy	....	Gazette of India.
264	*Aide-de-Camp to a provincial governor.	The governor concerned . .	....	Local Government Gazette.
265	*Aide-de-Camp to the Commander-in-Chief.	Commander-in-Chief . .	....	India Army Orders.
266	*Aide-de-Camp to army commander.	Army commander . . .	....	Command Orders.
267	*Aide-de-Camp to district commander.	District commander . .	....	District Orders.
268	*Aide-de-Camp to the Chief of the General Staff.	Commander-in-Chief . .	....	India Army Orders.
	SECTION VIII.			
	CIVIL APPOINTMENTS.			
269	*Military Adviser, Indian state forces.	Government of India in the Foreign and Political Department after services have been placed at their disposal by the Commander-in-Chief.	Officer of the Indian army except in the case of artillery and sapper and miner units, major or captain.	Gazette of India.

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION VIII—*contd.*			
	CIVIL APPOINTMENTS—*contd.*			
270	Staff officer to military adviser-in-chief, Indian state forces.	Government of India in the Foreign and Political Department after services have been placed at their disposal by the Commander-in-Chief.	...	
271	Technical adviser for musketry to the military adviser-in-chief, Indian state forces.		Distinguished certificate at a small arms school.	
272	*Assistant military adviser, Indian state forces.		Officer of the Indian army except in the case of artillery and sapper and miner Units. Major or captains.	
273	Malwa Bhil corps . . .	Agent to the Governor General in Central India after services have been placed at his disposal by the Commander-in-Chief.	Tenure 5 years . . .	
274	Mewar Bhil corps and Mina corps.	Agent to the Governor General in Rajputana after services have been placed at his disposal by the Commander-in-Chief.		

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	Frontier Corps.			
275	Kurram militia. Tochi scouts. South Waziristan scouts. Chitral scouts.	Chief Commissioner and Agent to the Governor General in the North-West Frontier Province after services have been placed at his disposal by the Commander-in-Chief.	Tenure 3 years extensible to 5 years.	Gazette of India.
276	Zhob levy corps. Mekran levy corps.	Agent to the Governor General and Chief Commissioner in Baluchistan, after services have been placed at his disposal by the Commander-in-Chief.	Tenure 3 years . . .	.
277	Gilgit scouts . . .	Resident in Kashmir after services have been placed at his disposal by the Commander-in-Chief.		
278	Commandant, Burma military police.	Government of India in the Home Department after services have been at their disposal by the Commander-in-Chief.	Must have served previously with the formation, and have served for 3 years regimental duty before being re-appointed.	
279	Commandant, Assam rifles .			
280	Commandant, Eastern frontier rifles, Bengal battalion.			
281	Commandant, military police, Port Blair.			

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No.	Appointment.	Sanctioning and nominating Authorities.	Qualifications and remarks.	Where notified.
	SECTION VIII—*contd.*			
	CIVIL APPOINTMENTS—*contd.*			
282	Commandant, East coast special police force, Madras.	Government of India in the Home Department after services have been placed at their disposal by the Commander-in-Chief.	Tenure 3 years . . .	Gazette of India.
283	Assistant commandant, Burma military police.		Tenure 2 years extensible to 4 years.	
284	Assistant commandant, Assam rifles.			
285	Assistant commandant, Eastern frontier rifles, Bengal battalion.			
286	Assistant commandant, military police, Port Blair.			

NOTES.—(1) In the case of Staff appointments the tenure is for 4 years unless otherwise stated.

(2) The appointments prefixed with an asterisk (*) are open to officers of the British Service

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(3) The sanctioning authority for officiating staff and command (other than Regimental) appointments will be as follows :—

Officiating appointments.	Absence from any cause for a period exceeding 90 days.	Where notified	Absence from any cause for a period not exceeding 90 days.	Where notified.
1	2	3	4	5
G. O. C.-in-C., command. Chief of the general staff Adjutant general in India Quartermaster general in India. Master general of the ordnance. Military secretary, Army Headquarters. Engineer-in-chief, Army Headquarters. Director, Medical services in India. G. O. C., Burma independent district.	Government of India on the nomination of His Excellency the Commander-in-Chief.	Gazette of India	His Excellency the Commander-in-Chief.	India Army Orders.

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Officiating appointments.	Absence from any cause for a period exceeding 90 days.	Where notified.	Absence from any cause for a period not exceeding 90 days.	Where notified.
1	2	3	4	5
G. O. C. a district . .	Government of India on the nomination of His Excellency the Commander-in-Chief.	Gazette of India .	*General Officer Commanding-in-Chief, Command.	* Command Orders.
G. O. C. or O. C., brigade or brigade area.				
Other appointments at Army Headquarters.	His Excellency the Commander-in-Chief.	India Army Orders .	His Excellency the Commander-in-Chief.	India Army Orders.
Instructional staffs at colleges and schools.				
Other appointments in commands or Burma district.	G. O. C.-in-C., command or G. O. C., Burma district or officer commanding lower formations if so provided for in regulations.	Command, independent district or independent brigade orders or orders of lower formations if so provided for in regulations.	As in Column 2 . .	As in Column 3.

* The appointment of an officer to officiate for a period not exceeding 90 days in command of a brigade or brigade area included in an independent district will be made by the G. O C. independent district, and will be notified in the orders of the District.

In the case where those officiating appointments to the command of districts, brigade areas and brigades which require the approval of the Government of India or His Excellency the Commander-in-Chief, the general officer commanding-in-chief, or the general officer commanding, independent district or independent brigade concerned, will forward the names of the officers recommended to the Military Secretary, Army Headquarters.

In the case of officiating appointments to the command of districts sanctioned by the general officer commanding-in-chief of a command, the name of the officer appointed to officiate should be reported separately to the Military Secretary, Army Headquarters.

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(4) **Officiating appointments in the Indian Army** Service Corps, Medical Service (except the Director of Medical Services in India), Indian Army Ordnance Corps, Veterinary and Remount Services will be governed by the departmental orders or regulations of those services.

(5) The sanctioning authority for officiating and sub. *pro tempore* regimental appointments will be as follows :—*Officiating appointments.*—(*a*) Commandants and seconds-in-command of over 3 months' duration—Army or independent district commander. (*b*) Commandants and seconds-in-command of under 3 months' duration and squadron and company commanders of over 3 months' duration—District or independent brigade commander. (*c*) All other appointments—Brigade commander. Sub. *pro tempore appointments.*—(*a*) Seconds-in-command of over 3 months' duration—Army or independent district commander. (*b*) Seconds-in-command of under 3 months' duration and all other appointments of more than 3 months' duration—District or independent brigade commander. (*c*) All other appointments—Brigade commander. All the above appointments will be notified in Part II, regimental orders.

(6) Where not otherwise provided for, the sanctioning authority for officiating appointments is the same as in the case of the permanent appointments.

(7) An officer should not ordinarily be selected for an officiating appointment unless he possesses the same qualifications as required in the case of the permanent appointment. [See para. 36 (*v*) of these Regulations.]

(8) His Excellency the Commander-in-Chief is empowered to sanction extensions of tenure in staff appointments up to a maximum of 3 months where he is the sanctioning authority for the appointment itself; any further extensions in such appointments require the approval of the Government of India and all extensions in other staff appointmets require the approval of the authority empowered to make the appointment.

(9)

(10) The appointments in the following groups are to be considered as in the same category :—

Group No. 1.—Colonel-on-the-staff and Deputy adjutant and quartermaster-general, when held by a Colonel-on-the staff.

Group No. 2.—General staff officer, 1st grade, Assistant adjutant general, Assistant quartermaster-general, an Assistant adjutant and quartermaster-general.

Group No. 3.—General staff officer, 2nd grade, Deputy assistant adjutant general, Deputy assistant quartermaster-general, Deputy assistant adjutant and quartermaster-general or Brigade major.

Group No. 4.—General staff officer, 3rd grade or Staff captain.

Group No. 5.—Station staff officer, 1st or 2nd class, when held by an Indian army officer.

Group No. 6.—D. D. S. & T., Army and command headquarters, O. C., Chaklala and Commandants, H. R. S. class 1 & C. M. T. S. depot (graded as D. D. S. & T.).

(*a*) an officer holding an appointment specified in Groups 1 and 2 whose tenure in such an appointment may be extended or who is transferred from one such appointment to another, whether the latter be of the same or higher grade, may commence a fresh tenure of 4 years in his new appointment if the Commander-in-Chief considers this in the interests of the service,

(*b*) an officer holding an appointment specified in Groups 3, 4 and 5 who may be transfered from an appointment in one group to an appointment in another group will count his whole continuous service towards the completion of his tenure which will be limited to 4 years,

(*c*) the leave admissible to the officers is governed by paragraph 892 of these regulations.

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11. A major-general ceases to be eligible to be appointed to a new major-general's appointment on attaining the age of 58.

12. When a major-general commanding a 2nd Class district is transferred to the command of a 1st Class district, such transfer will not carry with it a new tenure of appointment, and the command of the combined districts will be limited to 4 years.

(13) A colonel or brevet colonel is not ordinarily eligible to be appointed to any staff appointment after attaining the age of 53, but where it is necessary in the interests of the service to appoint an officer who has attained the age of 53, or beyond, he will be required to vacate on attaining the age of 57. This includes items, 13, 15, 16, 18, 20, 21, 27, 28, 29, 30, 31, 32, 33, 34, 38, 46, 47, 48, 50, 74, 75 80, 81, 85, 111, 112, 113, 116, 132, 133, 134, 135, 136, 137, 142, 144, 147, 148, 149, 158, 159, and 168.

(14) A colonel or brevet colonel ceases to be eligible for appointment to a brigade command on attaining the age of 53.

(15) Appointments made to the personal staff of high officials normally terminate when that official ceases to hold office. An officer may, however, be re-appointed to the personal staff of his successor subject, in the case of re-appointment to the personal staff of a governor, to the concurrence of the army commander.

(16) The following will vacate their appointments on the expiration of 3 months from the date of the receipt of notification of promotion in the "London Gazette":—

On promotion to lieutenant-general	Major-general commanding, district brigade area or brigade. Commandant, Equitation school and Inspector-general of cavalry (when a major-general). Major-general, Royal artillery. Deputy chief of the general staff. Deputy adjutant general. Deputy quartermaster-general. Deputy adjutant and quartermaster-general (commands) (when held by a major-general). Military secretary, Army Headquarters. Deputy director, medical services (commands). Commandant, staff college. Director of remounts (when held by a major-general).
On promotion to major-general	Brigade commander. Brigadier, General staff. All directors at Army Headquarters (except the Director of remounts and of ordnance factories and manufacture, equipment and ordnance stores, and artillery) when held by an officer of the Indian army. Commander, Royal Artillery (commands). All other appointments tenable by an officer of the rank of colonel.

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APPENDIX XII-A.

COMPOSITION, PROCEDURE AND DUTIES OF (A) THE SELECTION BOARD AND (B) THE STAFF SELECTION BOARD.

(A) The Selection Board.

1. *Composition.*

President.

His Excellency the Commander-in-Chief.

Members.

General officers commanding-in-chief, commands.

The chief of the general staff.

The Adjutant general in India.

The Quartermaster general in India.

The Master general of ordnance.

Secretary.

The Military secretary, Army Headquarters.

The President may call in, as temporary members, any other officers who may be specially qualified to assist in making selections for appointments or commands. O. 6114 (M. S.-1.)

2. *Duties.*

(*a*) Selection of officers for command of :—

Districts.

Brigades (infantry and cavalry).

Regiments and battalions (Indian army).

Corps of sappers and miners.

(*b*) Selection of officers for lieutenant-colonels' appointments (I. A. S. C).

(*c*) Selection of officers for promotion to higher rank than that of lieutenant-colonel.

(*d*) Selection of officers for staff appointments (General staff and administrative) higher than those of first grade.

The names of all lieutenant-colonels and upwards will be considered by the selection board in respect of their qualifications for promotions and further employment.

Officers not selected for promotion will be informed of the decision on conclusion of the meeting in which their cases were considered.

3. *Procedure.*

(*a*) The selection board will meet as may be required, but normally once only during the year and then at Delhi.

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(*b*) The secretary will prepare agenda for these meetings as follows :—

He will draw up lists of the items to be dealt with at the particular meeting, and furnish members of the board with these lists previous to the meeting in order to give them opportunities in the course of tours, etc., of becoming personally acquainted with the officers on whom they may be called upon to give an opinion.

(B) The Staff Selection Board.

Procedure of filling staff and extra regimental appointments.

1. Recommendations to the Commander-in-Chief for the appointment of officers to the staff of the army in India, in 2nd grade and higher appointments will be made by staff selection board consisting of the principal staff officers at Army Headquarters. The board will normally meet twice yearly in March and September and will deal with the appointments falling vacant during the half year commencing six months after the date on which the meeting takes place.

2. The Military secretary, Army Headquarters, will be responsible for preparing a list of all staff appointments falling vacant and, after consultation with the branches concerned where necessary, for producing lists of officers available to fill the different classes of appointments.

3. The Military secretary will then, in consultation with the Deputy chief of the general staff, prepare lists of officers in order of suitability for the various staff appointments falling vacant, and the Military secretary will circulate these lists to the members of the staff selection board for their consideration at least a month before the proposed meeting of the board.

At the meeting the board will make any additions they desire to the lists, and select from them the various officers required for the appointments falling vacant.

The Military secretary and the Deputy chief of the general staff will be in attendance at the meeting of the board.

4. Appointments which have to be dealt with during the period intervening between one meeting of the board and the next will be notified to the members of the board who can then consider them at the next meeting of the principal staff officers, for which purpose the Military secretary and the Deputy chief of the general staff will be called in in attendance.

5. The Military secretary, Army Headquarters, will be responsible for extra-regimental appointments (other than staff appointments).

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APPENDIX XIII.

(Referred to in para. 492.)

RULES FOR THE PURCHASE, HIRE AND SELECTION OF CHARGERS.

1. (*a*) The general principle underlying the charger concessions is that those officers holding the King's commission who are required to be mounted in war for the efficient performance of their duties in the field, shall maintain chargers in peace. These concessions are not admissible to civil officers in military employ nor to departmental officers of the commissary class *except* when such departmental officers are employed in appointments usually held by substantive commissioned officers in the Indian Army Service Corps, Military Engineer Services (excluding Barrack Department) and Indian army Ordnance Corps and the latter are entitled to be mounted while holding such appointments. Officers should provide themselves with suitable chargers at their own expense, in accordance with the scales laid down in Pay and Allowance Regulations, Part II. To assist these officers in providing themselves with charges they will be allowed to purchase horses from government at the concessional rates laid down in Pay and Allowance Regulations. Part II to be paid in 12, 15 or 18 monthly instalments, as the case may be (or earlier at the officers convenience). 56480 (Q. M. G.-15).

(*b*) Officers wishing to purchase chargers from the ranks of their own units will apply direct to the unit commander. Those wishing to purchase chargers from a remount depot or from the ranks of other units will apply to the remount officer with command headquarters, through their own unit commanders. In both cases applications will be made on the prescribed form I.A.F. H-1107. 68028 (Q. M. G.-15).

In addition to the number of chargers purchased from the ranks by officers serving with the regiment, selections of chargers for purchase will be permitted from each I. C. regiment, up to a maximum of 12 chargers annually per regiment, by the officers detailed below :—

(1) Officers of the staff.
(2) Officers attached to the staff.
(3) Officers serving with dismounted units.

(*c*) On removal of a selected charger from a remount depot or a unit, the selecting officer takes all risks and becomes liable for its value at the concessional rate. Officers are recommended to protect themselves against loss by insuring their chargers as government is in no way responsible once the horse has been removed from the depot or unit except in cases of exceptional nature as provided for in P. and A. Regs.

(*d*) If an officer is promoted before payment for the horse has been completed he will only complete payment up to the scale laid down for the rank he held when the horse was originally selected.

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(*e*) For rates payable for officers chargers see P. and A. Regs., Part II.

(*f*) Officers will be provided by the state with line gear for the horses to which they are entitled under Pay and Allowance Regulations, Part II, and with one set of saddlery per mounted officer. The line gear will accompany the horse when it is transferred, but the saddlery will be borne on the charge of the unit, and will not be transferred with the officer.

2. The following rules apply to the disposal of chargers :—

(*a*) A charger purchased from government at concessional rates becomes an officer's property when fully paid for, but may not be sold except to government for five years from the date of original selection unless government refuse to purchase it owing to its being unfit for service, in which case the officer may dispose of it under private arrangements. After five years from the date of original selection it becomes the officer's property absolutely.

(*b*) Before the period of five years from the date of original selection has elapsed, a charger may be resold to government under the conditions laid down in para. 3 (*a*) but officers will not be allowed to purchase from government another charger at concessional rates for five years from the date of original selection, unless the charger previously obtained has died, become unfit for service or was resold to government, and the cause of resale to government is transfer *ex*-India or some adequate reason of which the director of remounts shall be the judge. Leave *ex*-India will not be considered an adequate reason.

(*c*) Except on mobilization, government will not re-purchase chargers over 12 years of age. The owner of a charger over 12 years of age is at liberty to sell it privately, even if it has not been in his possession for five years as laid down above.

(*d*) Should an officer die before he has paid for the horse in full it will be returned to the remount department and his estate will be credited with the value of the horse at the time as assessed according to para. 3 (*a*) less any balance due to government for the purchase of the horse. If unfit for service it will be sold under the orders of the unit commander and the proceeds credited to the officers' estate less any balance due to government for the purchase of the horse.

(*e*) All chargers resold to government under the above rules must be passed fit for service by a station board.

(*f*) When chargers are resold to government, they shall be returned to a remount depot or unit at the expense of the officer concerned, *except*, in the following cases when all

68119 (Q. M. G.-15).

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expenses connected with railway freight, etc., will be borne by government :—

(*i*) When an officer is transferred to an appointment in which he is required to maintain a smaller number of chargers than in the appointment previously held, and is in consequence permitted to resell a charger to government.

(*ii*) When chargers are re-purchased by government on mobilization.

3. (*i*) When mobilization orders lay down that officers' chargers are to be taken over by the state, they will, if certified fit for service by a board, be taken over by government in accordance with the following rules :—

(*a*) Horses purchased at concession rates will become the property of government who will refund to the officers concerned the full concession rates paid by them, reduced if the horse is over six years of age, by 10 per cent. of that concession rate for each complete year the horse has been in the officer's possession. The purchase by an officer of a horse at concession rates involves the above mentioned liability at all times.

(*b*) Officers' chargers purchased by them in any other way will also be taken over by the state, if certified fit for service by a board, which board will also determine the value at which the charger shall be taken over. This value, based on the horse's utility as a charger shall not exceed the following maximum prices :— 2217 (Q. M. G.-15).

	Rs.
For horses 10 years of age and under ..	900
Over 10 to 12 years	600
Over 12 to 14 years	400
Over 14 to 16 years	200
Over 16 years	*Nil.*

In assessing the value the board will be guided solely by the degree of serviceability of each charger and are not in any way bound to give the maximum prices.

The receipt by an officer of syce allowance and free forage for a privately purchased horse in peace time involves the liability of its being taken over by the state on mobilization.

(*c*) Officers who own privately purchased chargers for which syce allowance and free forage have not been drawn in peace time and who wish to take such chargers into the field will, provided such chargers are within the number authorised for their rank or appointment, be allowed to do so at their own risk, and will not be entitled to compensation for the loss of such private horses, and must clearly

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understand that no guarantee can be given that such horses will be restored to them once they have been evacuated sick or wounded or have left the field force for other reasons.

59478 (Q. M.G.-15).

(*ii*) If it is laid down in mobilization orders that officers' chargers will not be taken over by the state, officers will take their authorised chargers with them into the field, and in the event of any of the horses becoming casualties, compensation will be assessed and paid as laid down in the Pay and Allowance Regulations, Part II.

4. In applying the above rules all commanders will be guided by the principle that the selection or return of chargers is authorized for the good of the public service and not for the benefit of the individual.

5. The following rules apply to the hiring of chargers :—

(*a*) An officer requiring a charger on hire will apply to the inspector of remounts of the command on I. A. F. H.-1107 attaching the sanction of the district commander for the hire of a charger.

(*b*) An officer hiring a charger will pay Rs. 12-8 per mensem, and will be entitled to draw syce allowance and forage for each horse. The horse will not be shod at public expense. Should it become non-effective it will be replaced on application to the inspector of remounts of the command on a certificate from the unit commander that the horse has not been misused, but such replacement will for the purpose of sub-para. (*e*) reckon from the date it is actually taken out as a charger and not from the date that its predecessor was taken out.

(*c*) A hired charger may be used by the hirer at his own risk for any purpose except racing (other than regimental point-to-point races under military supervision), driving in broughams or heavy harness work generally.

(*d*) An officer will be held financially responsible for any loss due to accident or injury when the horse is being used otherwise than on military duty. Should a disability occur when it is being used on military duty, the officer will be held similarly responsible. If it be determined that there has been neglect, recklessness or ill-treatment of any kind, in either case the financial responsibility will be assessed as in sub-para. (*e*).

(*e*) Accidents to hired chargers on or off duty will be immediately investigated. If, in any case, it is decided that an officer is responsible he shall pay :—

(*i*) If the horse is, or is subsequently found to be permanently unfit for duty, the full price laid down in sub-para. 1 (*d*) for the rank of the hirer at the time the casualty occurred

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reduced by ten per cent. of this price for each year, if over six years of age, that the horse has been in the officer's possession.

(ii) If the horse is temporarily unfit for duty, the hirer will be liable for all the expenses of hospital treatment, etc., incidental to the complete recovery of the horse.

(f) A horse rendered permanently unfit for duty will remain the property of the officer who paid the assessed value of the horse.

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APPENDIX XIV.

(Referred to in paragraph 485.)

BOARDING OUT CAVALRY HORSES.

1. Horses may not be boarded outside the district in which the unit headquarters are stationed except with the authority of the G. O. C.-in-C. of command. The sanction of the Q. M. G. in India will be necessary for the boarding out of horses outside the command.

2. *Allotment.*—There is no limit to the number of horses that may be boarded with any one applicant. Officers on the active list may become allottees on production of a certificate from the unit commander or analogus authority, that the applicant is in possession of his obligatory chargers and will continue to maintain them and will not claim forage, or forage allowance for the boarders. The persons to whom horses are boarded-out may be any persons, official or non-official, European or Indian, whom the officer commanding the regiment, from which the horses are to be boarded, considers fit to have a government horse. The horses to be boarded-out will be fully trained and certified by a veterinary officer to be serviceably sound.

3. *Agreement.*—The allottee will be required to sign an agreement, on I. A. F. H-111Q, of which the main provisions are :—

(*i*) That the allottee will maintain the horse in working condition and suitably feed and care for the animal to the satisfaction of the officer commanding the regiment.

(*ii*) That the allottee will produce the horse for inspection at his or her own stable or other suitable place whenever required by the officer commanding the regiment or his representative.

14406-Q. 10. (*iii*) That the allottee recognizes the right of the officer commanding the regiment to recall the horse at any time should he be dissatisfied with the condition in which it is kept, in which case the expense of returning the horse to its unit will be borne by the allottee, irrespective of the period for which the horse has been in his possession.

That the allottee also recognizes the right of the officer commanding the regiment to recall the horse at any time if required for mobilization, when the expense of returning the horse to its unit will be borne by the state.

14406 Q. 10. (*iv*) That the expense of sending the horse to the allottee's station and of returning the horse to its unit will be borne by the allottee, except that the cost of returning the horse to its unit shall be borne by the state if the horse is returned under either of the following circumstances :—

(*i*) If recalled on mobilization ;

(*ii*) If the horse has been retained by the allottee for a full period of 12 months or longer.

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Further, when the horse reaches the age of 13 years, the horse will normally be withdrawn from the allottee and a replacement issued at government expense. 14406-Q. 10.

In cases where the boarder is being used for such light work, in comparison with ordinary regimental duty, that its sphere of fitness for service will be prolonged by extended retention as a boarder, the officer commanding the unit may grant a further extension beyond the age of 13 years, provided that he is satisfied as to the horse's probable fitness for service at any time during the period of such extension.

These extensions are to be given only as special cases with the concurrence of the commands concerned.

(*v*) That the allottee will pay no charge for the horse except that he or she will be required to pay into the nearest treasury on or before taking over the horse, a sum of Rs. 75 in lieu of insurance premium for one year. A further sum of Rs. 75 will be required to be paid by the allottee on or before every anniversary of the date of such payment, if the horse is to be retained by the allottee for any further term exceeding one year.

(*vi*) That the allottee will be entitled to a refund on account of the money paid in lieu of insurance premium, proportionate to the unexpired period for which payment has been made by him or her *only* in the case of withdrawal of the horse on mobilization. Under no other circumstances will a refund be admissible. 14406-Q. 10.

(*vii*) That the allottee must agree that he or she will not remove the horse to a station other than his or her residence at the time of allotment, without the sanction of the officer commanding the regiment, who will arrange to obtain the necessary authority to the transfer of the horse, if it is outside the district in which the unit headquarters are stationed. Except in the case of an allottee proceeding on leave, and then only with the previous sanction of the remount officer at command headquarters, a boarder will not be transferred to the custody of another person. In no circumstances, will a boarder be allotted to another person without a fresh form of agreement (I. A. F. H-1119), being executed, and a new insurance fee of Rs. 75 being paid. 14406-Q. 10.

4. *Types allotted.*—Preference is given to applicants for riding horses and no horse shall be certified as quiet to drive.

5. *Despatch by rail.*—Horses will not be despatched by rail unless a responsible person has been sent to take delivery and has in possession the rail freight, the necessary travelling gear and forage, and advice from the railway of rail accommodation having been provided.

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6. *Inspection.*—All boarded out horses in the same station as the unit will be inspected at least once half-yearly under the orders of the unit commander. Boarders at outstations will be inspected by suitable officer under the orders of the district commander, the inspection report being sent for record direct to the commander of the unit to which the horse belongs or is attached. The unit commander will furnish the district commander with the names and addresses of allottees at outstations.

7. *Register.*—A register of approved applicants for boarders shall be maintained by each cavalry regiment, and serving gazetted officers of the Army and Royal Air Force shall have a prior claim to the issue of boarders, and no boarders will be issued to other persons whilst applications from Army and Royal Air Force officers have not been complied with. The unit commander will also maintain a separate register for boarded-out horses showing :—

(*a*) Depot or general and regimental number.

(*b*) Colour, sex, caste, height and year foaled.

(*c*) Source of receipt in the regiment.

(*d*) Brief description of marks.

(*e*) Name and full address of allottee.

(*f*) Date of allotment.

(*g*) Particulars as to extension of allotment.

(*h*) Date of last inspection and by whom.

(*i*) If recalled, the date of receipt in the regiment with remarks as to condition on arrival.

8. *Replacements of boarders.*—The unit commander will demand remounts to replace horses boarded-out. If by the return of boarders there are horses in excess of the peace establishment the unit commander will entertain syces at the ratio of one to three horses or less.

On relief, boarders are transferred from the outgoing to the incoming unit.

9. As in some stations the number of suitable allottees may be few, and in others many, applications may be made in respect of the latter to the G. O. C.-in-C., command, who will sanction a further allotment, provided that the sanctioned number of horses issuable in the command be not exceeded.

10. On mobilization, all boarders will be recalled to their units.

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APPENDIX XV.

AUTHORIZED MARRIED ESTABLISHMENTS.

(a) British.

(Referred to in para. 539.)

1. Married Establishment :—

(*a*) The authorised married establishment of British units in India, including defence light sections and units of the Indian signal corps, is as follows :— A.-40323 (A. G.-10).

Warrant and n. c. os. of and above the rank of sergeant, and R. E. soldiers of any rank serving with the S. and M.	All.
All other n. c. os. and men ..	4 per cent.

NOTE.—No restrictive limit is prescribed for soldiers on the I. U. L., except in the case of soldiers serving with the Indian signal corps.

(*b*) A soldier, including a soldier belonging to the I. U. L., and I. C. C., will not be eligible to be placed on the married quarters roll or the marriage allowance roll until he attains the age of 26 years.

2. Supernumerary married establishment.—A soldier on the married roll who is transferred to a unit on the married roll of which there is no vacancy, will be supernumerary to the married establishment of his new unit and must be absorbed in that establishment before any other soldiers can be admitted to it. Until he has been so absorbed the vacancy caused in the married establishment of his former unit will not be filled up, and an explanatory note of any temporary excess or of vacancies, caused by such transfers, will be made upon the married roll of each unit.

The two divisions of the married establishment laid down above will be kept entirely distinct, and vacancies in each division will only be filled out of the ranks assigned to that division. In the case, however, of a married serjeant being reduced to the ranks, his name will occupy a place on the serjeants list until a vacancy occurs in the married roll of the rank and file.

3. Extra-regimentally employed personnel.—British other ranks who are extra-regimentally employed in India and who are borne supernumerary to the establishment of their unit or corps may be admitted to the married establishment as follows :— A.-26386 (A. G.-1).

(*a*) *If of substantive rank of Serjeant or above.*—The head of the service or department with which they are serving shall be the authority for admitting them to the married establishment, but will first get the concurrence of the officer administering the married roll of the applicant's permanent unit. A man so admitted will be taken on the married establishment roll of his permanent unit from the date he is ad.

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mitted and will retain his place on the roll, but will be borne supernumerary until he rejoins and is absorbed.

(*b*) *If below the substantive rank of serjeant.*—The man shall apply to the officer administering the married roll of his permanent unit or corps, through the head of the service or department with which he is serving for admission to the married establishment, and will not be entitled to admittance thereto, until his proper turn arrives in his permanent unit or corps.

When admitted he will be borne supernumerary to the married establishment roll, and will be placed and retained on it with seniority from the date of his admission.

4. **Indian signal corps.**—Admission to the married establishment of the Royal corps of signals will be sanctioned by the officer in charge, Royal signals records, Chatham, who is responsible for the administration of the married roll of the Royal corps of signals as a whole.

Admission to the married establishment of the Royal corps of signals does not, in itself, confer any right to admission to the married establishment of an individual signal unit in India.

In order to protect their own interests in the event of posting to the home establishment, or reversion to their units, those individuals who are not already borne on the married establishment or on the waiting list for the signal unit in India, should apply to be placed on that list at the same time as they submit their application for admis-
A-45000 (A. G.-7.) sion to the married establishment of the Royal corps of signals.

(b) Indian.

(*Referred to in para. 541.*)

The scale below refers only to the rank and file. All Indian officers are allowed to have their families with them in the lines of the unit.

1.	Cavalry regiment	14 per cent.
2.	Aden troop	30 per cent.
3.	Governor-General's bodyguard	15
4.	Bodyguard, Governor of Madras or Bombay	35
5.	Bodyguard, Governor of Bengal	35
6.	Royal Artillery training centre	14 per cent.
7.	Indian pack artillery units	14 per cent.
9110-Q. 3. 7. (*a*)	Indian coast artillery	14 per cent.
7. (*b*)	Frontier garrison artillery	14 per cent.
68385 (Q. M. G.-3). 7. (*c*)	Mountain artillery training centre	7 per cent.
8.	Headquarters (K. G. O.), Bengal sappers and miners	14 per cent.
9.	Headquarters (Q. V. O.), Madras sappers and miners	27 per cent. for headquarters (including all units at headquarters and reinforcements and recruits).

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10. Headquarters, Royal Bombay sappers and miners—	
"E." depot company	50 per cent.
Remaining units at headquarters	24 per cent.
Reinforcements and recruits	7 per cent.
11. Headquarters, Burma sappers and miners	All N.C.Os. and 33 per cent. of sappers.
12. Detached company, sappers and miners	14 per cent.
13. Defence light section	14 per cent.
14. Signal corps	14 per cent.
15. Gurkha battalions (excluding training coys.)	27 per cent.
15. (*a*) Gurkha battalions training coys.	14 per cent.
16. Infantry and pioneer battalions	14 per cent.
17. I. A. S. corps, animal transport units	Superior personnel and 14 per cent. of remainder.
18. Indian hospital corps	14 per cent.
19. Authorized followers of British and Indian units	All.
20. Indian combatants of all British units	14 per cent.
21. Army veterinary corps, India	All veterinary assistants ranking as w.os. and 14 per cent. of the remainder.
22. Mechanical transport units and mechanical transport depot	Combatant ranks 14 per cent.
Indian artificers as follows:—	
Assistant foreman and charge hands	100 per cent.
Artificers drawing Rs. 75 per month and upwards	100 per cent.
Artificers drawing Rs. 20 per month and under Rs. 75 per month	14 per cent.
Artificers drawing under Rs. 20 per month	100 per cent.
23. Infantry and pioneer training battalions	7 per cent.

34141 (E. 2-B.).

NOTE. (*i*)—The term families means "wife and children" and does not include relations.

NOTE. (*ii*)—The scale in item 22 applies *mutatis mutandis* to Indian artificers of Medium brigade headquarters and tractor drawn batteries, R.

A.-30526 (A. G.-2). 66559 (Q. M. G.-3).

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APPENDIX XVI.

(Referred to in para. 565.

RULES FOR THE SUPPLY OF CARRIAGE BY THE CIVIL AUTHORITIES.

1. Indents.—Indents on the civil authorities for hired carriage required for the movements of troops or stores will be prepared on I. A. F. S.-1675, giving full details of requirements, and sent so as to reach the district or political officer concerned, if possible, not less than fifteen days (one month in Gwalior state) before the carriage is required.

2. Collection and payments.—Hired carriage will not ordinarily be required to proceed beyond the limits of the next civil district on the route, but will be exchanged, if possible, at such stations as may be fixed by the local civil authorities.

It will be paid for at the authorised local hire rates from the date on which it is engaged by the civil officer for the march to the date of its discharge, both inclusive. If double marches are undertaken double rates will be paid for each march. Half hire will be paid for the return journey from the exchanging station to the place where the carriage was engaged. If the carriage is taken beyond the exchanging station full hire will be paid for the return journey from the place where the carriage is released to the place where it was engaged, without any allowance for the halts. If the carriage has to be collected before the date on which it is required, the civil authorities will notify the indenting officer the time required for collection prior to the start, and the probable extra expense that will be incurred. Carriage which ordinarily plies for hire, and are on the list to be kept by the district officer will first be called upon and the balance will be made up by impressment. Carriage indented for in excess of requirements, and discharged, will be paid for at the full hire rate for each day or part of a day for which it is retained. If carriage is declared unserviceable through deliberate fault or culpable negligence of the cartman by a committee of officers (which will include a civil officer) it will not be paid for. When chaudhries are engaged to collect carriage, their fees at the local rates will be paid by the Army Department.

3. Advances and handing over of carriage.—On engagement of the carriage, the civil or political officer will advance to the owners half the estimated hire for the full journey. The carriage will be sent to the place required in charge of a tehsil or durbar official who will hand to the indenting officer a detail of the composition of the carriage, authorized loads, hire rates, owner's name, amount advanced and receipt for the same, and intimation as to the station at which the carriage should be exchanged (see I. A. F. S.-1675). The amount advanced will be at once repaid to the civil officer by the I. A. S. C.

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4. Exchanging station.—The civil officer supplying the carriage will at the same time warn the civil officer at the first exchanging station of the transport requiring exchange, and the date and place at which it will be required. The latter will then proceed as in para. 3, and warn the next exchanging station. Similar action will be taken at each exchanging station on the route.

5. Change in original transport requirements.—Should any change be required *en route* in the original quantity and description of transport supplied, the O. C. the troops will give the civil officer at the exchanging station concerned as much notice as possible.

6. Unserviceable carriage.—Carriage breaking down between exchanging stations should be replaced on the spot in communication with the local civil officials, and paid off. If the advance received has not been liquidated the owner must refund the amount then due.

7. Discharge of carriage.—On arrival at an exchanging station, or at destination the carriage will be at once released and paid off by the I. A. S. C. officer, if there is one, otherwise by a British officer of the marching unit in the presence of the civil official attached to the troops, the acquittance roll being signed by both and countersigned by the O. C. Any disputes will be referred to, and settled by, the district civil officer at the place at which the transport is released.

8. Detention of transport.—If carts are brought from a distance and detained at a camp of exercise, etc., the full rate of hire will be paid for each day for such detention. Carriage will not, however, be detained at a camp which lasts for five days or over, except in very special circumstances.

9. Protective certificate.—When carriage is discharged, a certificate in English and the vernacular should be given by the civil officer at the exchanging station, or by the civil officer accompanying the troops, to each person in charge thereof, to protect the carriage from being taken for the use of troops while on its return journey, unless such troops are marching in the direction of the owner's home. If so employed, the full hire rate will be paid.

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APPENDIX XVII.

REGULATIONS FOR THE EMPLOYMENT OF PENSIONED OR DISCHARGED INDIAN SOLDIERS AND RESERVISTS IN CIVIL CAPACITIES.

(*Referred to in para. 198.*)

1. The object of these regulations is to assist pensioners, discharged soldiers and reservists of good character who may be seeking employment, and to enable civil administrations and others to obtain the services of loyal, trustworthy and well disciplined men, the majority of whom have served the state in a meritorious and exemplary manner.

2. The rules regarding pensioners continuing to draw their usual pensions in addition to the pay of their civil situations, are contained in P. and A. Regs.

3. Application for the services of pensioners, discharged soldiers and reservists, should be made to R. Os. concerned with the class of man required, *viz.* :—

Dogras	R. Os., Lahore and Jullundur.
Mahrattas and Dekhani Musalmans .	R. O., Poona.
Hindustani Hindus	R. O., Lucknow.
Hindustani Musalmans	R. Os., Lucknow, Delhi.
Jats	R. Os., Delhi, Lucknow and Ajmer.
Pathans	R. O., Peshawar.
Punjabi Musalmans	R. Os., Rawalpindi, Lahore and Jullundur.
Rajputana and Central India Hindus and Musalmans	R. O., Ajmer.
Rajputs	R. Os., Lucknow and Delhi.
Sikhs	R. Os., Lahore and Jullundur.

4. For Christians, Hindus and Musalmans from Madras, application will be made to the Pension Paymaster, Madras.

5. These officers will keep a register of men who wish for employment, in which the nature of the work which each man desires, and is fitted for, as well as his age, qualifications and character, will be recorded.

6. When employers in want of men of any particular class apply to the R. O. concerned, they should state their requirements fully, and the terms offered, also whether free passage will be granted to the place of employment. Recruiting officers will use every endeavour to select and send only such men as are in all respects suitable.

7. The R. O. concerned will act as a medium between the employers and those desirous of employment and will afford any information that may be required on either side.

8. R. Os. will have power to strike off the roll the names of any men whom they have reason to consider in any way unfit for employment, informing the unit commander concerned.

9. R. Os. will have power to enter on the roll the names of any candidates whom they may consider suitable for employment.

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10. Reservists who record their names for employment will be informed that in the event of obtaining employment it is on the understanding that their annual or biennial attendance for training is not interfered with. Employers will be similarly informed.

10.-A.— Para. 10 does not apply to Indian cavalry and infantry reservists who obtain employment in the provincial police, provided that :—

(*i*) They belong to Class " B " of the reserve.

(*ii*) It is certified by the head of the department that they undergo training in drill and fire a musketry course at least once every year.

(*iii*) They are released from employment immediately mobilization is ordered to enable them to rejoin the colours. A.-43705 A. G. 2.

11. Every person subject to the I. A. A. on discharge or on transfer to the reserve will, if certified as of good character, and provided he is desirous thereof, receive from his unit commander a recommendation on India Army Form Y-1962. A completed copy of this form will be sent to the recruiting officer concerned, or to the pension paymaster, Madras, who will record it and submit a report on the employment of pensioners as directed in India Army Form Z-2000. Concurrent with the issue of India Army Form Y-1962, the following instructions will be communicated to the recipients :—

(*i*) that they should apply personally or in writing, normally not less than 3 months after return to their homes, to the recruiting officer concerned, or the pension paymaster, Madras, if desirous of employment.

(*ii*) that unless they so apply they will not be considered for employment.

(*iii*) that names of men from whom no application has been received within 1 year from the date of discharge will be removed from the registers and will only be restored if and when satisfactory reasons are furnished for failure to apply within the prescribed time limit.

12. The unit commander will maintain a register of men he has recommended and will himself endeavour to find suitable employment for them. The R. O. will be informed of all men who obtain employment in this manner.

13. When applicants are once provided with employment, government will take no further part in the transaction. The railway fares or other expenses of the men to their destination will be paid either by the men themselves or by their employers. Any advance that may be made on behalf of the men will, however, be forwarded to them through the R. O.

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APPENDIX XVIII.

REGULATIONS FOR RURKI SURVEY CLASS (INDIAN RANKS).

(Referred to in para. 319.)

1. A proportion of surveyors, who are passed out of the Indian survey class at Rurki annually, will proceed under arrangements which will be made between the Chief of the general staff and the Surveyor-general, to join parties of the Survey of India, for either one or two periods of extra training.

2. The first period of extra training will occupy about one year and ten months and will commence from the day after that on which the man leaves his military unit to join the Survey of India. This is usually about July 1st.

3. For pay and allowances and passages by rail during leave see P. and A. Regs.

4. Soldier surveyors will, whenever possible, be provided by the Survey of India with unmarried house accommodation in recess quarters during the first period of extra training but not during the second period. Such accommodation will depend on the quarters available at the office of the survey party, and such arrangements as the officer in charge can conveniently make must be accepted. If necessary, quarters may be hired.

5. During the recess (*i.e.*, hot weather) season of the first period of extra training, soldier surveyors, who wish to visit their homes may, with the sanction of the Surveyor-general, be granted furlough up to two and a half months.

In the case of men who are entitled under regulations to a free passage to and from their homes, applications for furlough should be submitted before the commencement of the recess season to officers in charge of survey parties who, if the leave is sanctioned, will apply to the officer commanding the men's military unit for the payment of the necessary rail fares.

6. (*a*) About the end of each field season, the Surveyor-general will supply the Chief of the general staff with a report on all soldier surveyors who have just completed their first period of extra training, showing which men are being retained to undergo a second period of extra training. The number so retained will not, as a rule, exceed 25 per cent. of the whole.

When the retention of certain soldier surveyors has been approved by the Surveyor-general, the officers in charge of survey parties concerned will communicate to the officers commanding the men's military units the names of the men selected and the probable date of commencement of their second period of training so that the remittance of their pay may be discontinued from that date. This date will usually be about May 1st.

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(*b*) Men who are not retained will be sent back to their military units as soon after the end of their second field season as they can be conveniently spared. The Surveyor-general will supply the Chief of the general staff with two copies of qualification reports on each of these men.

7. (*a*) The second period of extra training will last about three years and will commence from the date reported by the officer in charge of the survey party to the officer commanding the men's military unit.

(*b*) At the termination of this period, after a total period of training slightly under 5 years, men who are not permanently appointed to the Survey of India will be sent back to their military units as soon as they can be conveniently spared. The Surveyor-general will supply the Chief of the general staff with two copies of qualification reports on each of these men.

8. During the second period of extra training soldier surveyors will be paid by the Survey of India. They will cease to draw any pay or allowance from their military units.

9. All soldier surveyors who have completed their second period of extra training and are finally approved by the Surveyor-general will have the option, with the concurrence of the Chief of the general staff, of being permanently appointed to the Survey of India. They will in this case be required to sign an agreement in the following form :—

"The rules regarding soldier surveyors who are permanently appointed to the Survey of India having been fully explained to me I.....(name, rank and corps).....wish to take my discharge from the Army / be transferred to the Unattached List and to be permanently appointed to the Survey of India, and do hereby undertake to be bound by these and such other rules regarding soldier surveyors who are permanently appointed to the Survey of India, as may from time to time be enforced."

10. Three months before the end of each field season, the Surveyor-general will inform the Chief of the general staff of men who are about to be permanently appointed to the Survey of India, as to which procedure each man has selected and will request him to take the necessary action for the men's discharge from the end of their second period of training or their transfer to the unattached list from the date following that on which they completed their first period of training and commenced to draw pay from the Survey of India. In the case of transfer to the unattached list, I. A. F. U.-1742 will be duly signed and forwarded together with the men's sheet to the Chief of the general staff. On transfer to the unattached list, the sheet roll will be returned by the military authorities to the Survey of India and will be retained by the latter.

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11. Surveyors on the unattached list may take their discharge from the army at any date subsequent to their transfer to the unattached list.

12. During the period of extra training soldier surveyors are not liable to be "claimed" for work under the Chief of the general staff or under any department, except in the case of war. During the second period they are not liable to be "claimed" under any circumstances.

13. During both periods of extra training, soldier surveyors may, with the sanction of the Surveyor-general, be sent back to their military units, if they do not work satisfactorily, the Surveyor-general informing the Chief of the general staff of the action taken.

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APPENDIX XIX.

REGULATIONS GOVERNING THE ERECTION, MAINTENANCE AND WORKING OF WIRELESS SETS IN MILITARY (REGULAR AND NON-REGULAR) UNITS.

15259-II (G.S.M.O. 1).

The following regulations shall govern the erection, maintenance and working of wireless sets in military (regular and non-regular) units in British India :—

(*a*) Sets which have to be maintained by regular and non-regular units as part of their normal authorised equipment do not require a license.

(*b*) Sets which are the private property of a regular or non-regular unit and only intended for use by the unit for military purposes need not be licensed.

Before such sets can be established and worked authority will be obtained from Army Headquarters, to whom applications will be submitted through command headquarters on the form shown in the attached schedule.

No liability for the maintenance and upkeep of these sets will be accepted as a charge against government.

(*c*) Sets which are the private property of a regular or non-regular unit and intended for use for other than military purposes must be licensed by the Director-general of posts and telegraphs, India, in accordance with the Rules under the Indian Telegraph Acts, 1885 and 1914 governing the erection, maintenance and working of licensed telegraphs in British India. The license will provide that the fullest use can be made of the set for the purposes of the units both as regards training and recreation and also in emergency. Such sets will not be licensed to work with government stations but may work with military stations by general or local arrangements, but while being so used they will conform to the conditions governing the operations of military stations in every respect.

(*d*) Sets which are the private property of individuals in units must be licensed by the Director-general of posts and telegraphs as in (*c*) above and may be employed for any purpose which the license permits. If required the license will also be framed to permit such sets being used as part of the equipment of the unit in which case while being so used they must conform to the conditions governing the operations of military stations in every respect.

2. Applications for licenses will be submitted by individuals in the first instance to the officer commanding, unit, who will forward all such applications to the headquarters of the command for transmission to the Director-general of posts and telegraphs (Wireless branch),

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Simla, through the local government of the province in which the set will be installed. All applications should indicate clearly the scope of license required in accordance with the foregoing. In the case of sets which are the private property of an unit as in (*c*) above, the application will be made by the officer commanding the unit (through command headquarters) and the license will be issued to him.

3. Military sets enumerated in (*a*) and (*b*) above are permitted to transmit official government correspondence authorised by competent authority, and to receive British official wireless, copies of which may be issued free of charge to each officer's and sergeant's mess, to the officer commanding the station and to the senior I. C. S. or political officer in the station. On no account will any telegrams be accepted from the public (which includes members of the services in their private capacity).

Regular services for the transmission of messages authorised under this paragraph may not be established without the permission of Army Headquarters.

4. Sets under (*a*) and (*b*) above will in no case be permitted to carry private traffic. Sets under (*c*) and (*d*) above may carry private traffic provided this is included in the terms of the license. This may entail the payment of an annual royalty to the Department of posts and telegraphs.

5. The terms " set " as used in this regulation includes wireless telegraphy and telephony whether for reception only or for reception and transmission.

SCHEDULE.

Form of " Application for permission to maintain and work apparatus for wireless telegraphy for military purposes " under the provisions of paragraph 777-B., sub-paragraph 1(b) R. A. I.

1. Controlling authority—

(Designation).

(Address).

2. Owner of apparatus—

(if different from 1)

(Name).

(Designation).

(Address).

3. Place at which the apparatus is maintained.

4. Area within which apparatus may be established and worked.

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5. Official name and call signs of stations—

(1)

(2)

(3)

6. Description of apparatus.

7. Authorised wavelengths—

Normal transmitting wave . . . . Mees.

Additional waves authorised . . . „

Range of waves over which apparatus is capable of transmitting . . . . „

Normal receiving wave . . . . „

Additional waves authorised . . . „

Range of waves over which apparatus is capable of receiving . . . . „

8. Stations with which communication may be carried out :—

Date.....

Sd.....

(RANK AND APPOINTMENT).

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APPENDIX XX.

(Referred to in paragraph 943).

13627—Q.-3. (1) The scales on which oil lighting is authorised are shown in barrack and hospital schedules and scales of rations and supplies issued by the I. A. S. C.

13404—Q.-3. (2) When the head of a family is away on duty at a non-family station, oil on the authorised scales (see scales of rations and supplies issued by the I. A. S. C.) will be issued free to the family, if occupying government quarters.

13627—Q.-3. (3) Oil, wick and cleaning materials will be issued free on the authorised scales to persons entitled to free lighting and drawing compensation in lieu of government accommodation.

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APPENDIX XXI.

(*Referred to in para. 29.*)

RULES REGULATING ADMISSION TO INDIAN WORKS OF DEFENCE AND ORDNANCE ESTABLISHMENTS.

1. The district or brigade commander concerned is responsible that no unauthorized persons gain admittance to such works of defence as it is desirable to protect from intrusion, and that such persons shall not be given opportunities for inspecting, sketching or photographing these works from the outside. To facilitate the working of the Official Secrets Act, it is desirable that notices prohibiting drawing, photographing, etc., should be displayed in prominent positions outside defences, or portions of defences, when it is not considered advisable that the public should be allowed to take drawings, sketches, or photographs of the same.

2. Application for passes to defences should be made to the brigade or district commander. In the case of ordnance store establishments, application will be made to the C. O. O. or ordnance officer in charge. In the case of wireless telegraphy stations, permission to enter the wireless buildings, as distinct from the defence enclosure, will be obtained from the superintendent of telegraphs concerned. All passes to defence works, etc., will be registered by the issuing authority in a book, with full particulars in each case. The period for which a pass is available will be clearly stated on the pass. All passes will be given up at the date of expiry to the officer in charge of the defence work, arsenal, etc., and returned by him to the issuing authority for destruction. Officers issuing passes may make such subsidiary rules to govern admission to defences, etc., as may seem to them to be necessary.

3. Except in the course of duty, no one admitted to any defensive work or portion of a defensive work to which these rules apply is permitted to make any written note, drawing, photograph, or measurement of any work, whether completely constructed or not; nor of any gun, machinery or apparatus. No restriction is, however, placed on the photographing, sketching or measuring of buildings of purely archæological interest in inland forts, if these buildings do not form a portion of the defences to which it is considered undesirable to admit the public.

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4. Admission will be regulated as follows:—

Class of defence, etc.	Individuals.	Nature of pass or order required for each individual.
(*d*) Class I defences, position finding stations and electric light establishments, aircraft stations, power stations and their enclosures, and the enclosures of wireless telegraphy stations.	Troops under arms . . .	Under rules made by the brigade commander or in the case of persons employed on the construction or maintenance of works, within the enclosure of a wireless telegraphy station on a pass signed by the superintendent of telegraphs.
	Persons employed on the construction and maintenance of works.	
	Residents their servants tradesmen, and visitors (to residential portions only).	
	Officers and men of His Majesty's forces, on duty.	Yellow pass (I.A.F. Z.-2029, *vide* I.A.F. Z.-2001) issued by the brigade commander or in the case of persons employed on the construction or maintenance of works within the enclosure of a wireless telegraphy station on a pass signed by the superintendent of telegraphs.
	Civilians, being British subjects employed in connection with the defences.	
	Officers and men of His Majesty's forces, not on duty.	Red pass (I. A. F. Z.-2028, *vide* I. A. F. Z-2001) issued by the district commander and countersigned by the superintendent of telegraphs in the case of wireless telegraphy buildings.
	Civilians, being British subjects.	
	Foreigners	Blue pass issued by the C. G. S. with the sanction of the G. of I.
(*e*) Such portions of class II and class III defences and such other defence works as, in the opinion of the district commander it is desirable to restrict admission to.	Troops under arms . . .	Under rules for admission made by the brigade commander.
	Officers and soldiers of His Majesty's forces in uniform.	Officers are required to give their names and addresses.
	Persons employed under proper authority on the maintenance and construction of works in the defences.	
	Residents, their visitors, and servants to (residential portions only).	

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Class of defence, etc.	Individuals.	Nature of pass or order required for each individual.
	Officers and soldiers of His Majesty's forces out of uniform. Civilians who are British subjects.	Yellow pass, issued by the brigade commander.
	Foreigners	Blue pass, issued by the C. G. S., with the sanction of the G. of I.
(iii) Ordnance establishments.	Troops under arms . . . Officers and soldiers of H. M.'s forces in uniform. Persons employed under proper authority, either in the construction and maintenance of the works, or by the ordnance corps.	Under rules for admission made by the C. O. O. or officer in charge with the approval of the Q. M. G. Officers are required to give their names and addresses.
	Officers and soldiers of H. M.'s forces out of uniform, not on duty. Civilians being British subjects.	Pink pass issued by the C. O. O. or officer in charge, under the orders of the Q. M. G.
	Foreigners	Green pass, issued by the Q. M. G. with the sanction of the G. of I.

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APPENDIX XXII.

ADMINISTRATION, INSPECTION AND AUDIT OF REGIMENTAL FUND ACCOUNTS.

Regimental funds are all funds authorized to be maintained by a unit or formation other than public funds as defined in the Financial Regulations for the Army in India, Part I.

2. The officer commanding, whose position in relation to regimental funds is that of trustee for the personnel of his unit, is responsible that these funds are properly applied with special reference to the object of each for the benefit of the personnel or unit as a whole; or, in certain cases, for the benefit of the subscribers to the fund. He will be personally liable for any portion of the funds which may be misapplied or lost owing to neglect or omission on his part.

B.-5997 (A. G. 13).

In the case of British units the officer commanding may delegate details of his administration to his subordinates, *i.e.*, officers or selected other ranks. Such delegation does not, however, relieve him of his responsibility for the proper administration and use of the sums of money, etc., entrusted to them. This responsibility is exercised through the choice of the delegate and supervision of his work. In case of loss it is for the officers or subordinates concerned in the administration to show that the loss was not due to any failure on their part to exercise this responsibility.

3. The grant of extra remuneration from regimental funds to serving soldiers and followers is permissible only where the individual concerned is performing work which is for the benefit of the unit, and which is altogether outside, and in addition to, his ordinary military duties.

4. Regimental fund accounts of British units on the Indian establishment and units of the Indian army will be examined at least once a month by the officer commanding, who will record the result of such examination in the relevant account books.

5. At the end of each quarter, the officer commanding will assemble a board, consisting of three* senior officers present with the unit, for the purpose of auditing the accounts of all regimental funds. In units of the Indian army, the board will be assisted by two Indian

*NOTE.—If any unit (*e.g.*, a company of sappers and miners) is unable to provide the number of officers required, the officer commanding the station (or the general officer commanding the district for a station where there are no regular troops, *e.g.*, where there are only auxiliary or territorial force units) will detail one or more officers (preferably from the same arm and branch of the service) for this duty. In small units at outstations where there are not three British officers, the district commander will use his own discretion as to the number of officers to sit on the audit board.

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officers (holding Viceroy's commissions) when examining the accounts of funds to which Indian ranks subscribe. In British units, which include Indian personnel in their establishments, one Indian officer will be detailed for this duty.

6. It will be the duty of the members of this board to satisfy themselves *inter alia* :—

(*i*) that the accounts are arithmetically correct ;

(*ii*) that all receipts and disbursements are supported by vouchers ; and that the disbursements, having due regard to the objects of each fund and to the normal policy and practice, are, generally speaking, legitimate and reasonable ;

(*iii*) that all authorised or fixed contributions to the various funds have been duly credited in whole to these funds ;

(*iv*) that liabilities are not omitted from the balance sheet ;

(*v*) that assets are not overestimated, and funds are not being invested contrary to regulations ;

(*vi*) that cash credits are actually available, and

(*vii*) that the rules in Appendix XXII-A, regarding the banking of regimental funds, have been complied with.

The board should also bring to notice any disbursement which, although in itself legitimate, is, in their opinion, excessive or extravagant.

7. The proceedings of the board will be prepared in duplicate; the balances of all regimental funds will be verified and the Board will certify in the proceedings that the instructions contained in paragraph 6 above, have been carried out. Any action considered necessary with reference to the points noticed in the proceedings will then be taken under the orders of the officer commanding. The original copy of the proceedings with an indication of the action taken or proposed to be taken will be forwarded to the district or brigade commander concerned ; the duplicate copy will be filed after all the matters noticed therein have been settled satisfactorily and will be produced at the annual inspection of the unit. A.-31819 (A. G.-13).

8. The officer carrying out the annual inspection of the unit will record in his inspection report whether the quarterly audit boards have performed their duties to his satisfaction.

9. District or brigade commanders are at liberty at any time, to call upon the controller of military accounts concerned to inspect and report upon the regimental fund accounts of any particular unit. The duties and responsibilities of the controller of military accounts will cease on submission of his report to the district or brigade commander, who will take any further action in the matter which may be considered necessary.

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APPENDIX XXII-A.

(Referred to in paragraph 846.)

BANKING OF REGIMENTAL FUNDS.

Subject to the following conditions and procedure, the officer commanding a British or Indian unit or an auxiliary force, India corps or an Indian territorial force corps may at his discretion, lodge his regimental funds with any private bank or firm of good standing that may be selected by him.

(By a private bank or firm is here meant any banking concern other than a government treasury or the Imperial Bank of India and its branches; and the term "bank" is hereinafter used to include also any firm which carries on banking business. Shroffs employed in batteries of Royal artillery are not included in the term "bank" or "firm".)

2. Only regimental, as distinct from public funds, may be so lodged (*vide* the definitions prefixed to Financial Regulations for the Army in India) and only such banks may be employed as have entered into an agreement, on India Army Form A-301, on 301-A. or on both with the controller of military accounts the Secretary of State for India, or with both as the case may be.

3. Before making a deposit for the first time, or with a different bank from that previously dealt with, the sanction of the controller of military accounts of the command or district in which the headquarters in India of the bank or firm are located must be obtained. At the time of applying for such sanction the officer commanding will state clearly:—

(*a*) The name or designation and the location of the bank with which he proposes to deposit his regimental funds.

NOTE.—When it is proposed to deposit funds with a branch of any bank the location of the headquarters of the bank should also be stated.

(*b*) Whether the bank has agreed to receive the money and is willing to lodge with government the necessary security.

(*c*) The nature of the funds severally, to be deposited, *e.g.*, mess, band, etc.

(*d*) The aggregate amount of the deposit, for all the funds together.

The necessary security must, except in cases where it is to be deposited with the Secretary of State, be obtained from the headquarters of the bank concerned before sanction is accorded by the controller of military accounts to the proposed deposit of the regimental funds, see paragraph 6. When the security is to be deposited with the Secretary of State, it must be furnished within 3 months from the date of the controller of military accounts sanction above mentioned.

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The banks and firms concerned may at their option furnish security in the shape of (1) sterling securities, provided that the securities so pledged are securities issued or guaranteed by the British or Indian governments (2) Government of India rupee paper, cash, port trust or municipal bonds or debentures, or partly (1) and partly (2). Sterling securities shall be lodged with his Majesty's Secretary of State for India; all other forms of security shall be lodged with the controller of military accounts of the command or district concerned, *vide* rule 6.

4. Subsequent deposits with the same bank may be made without further sanction from the controller of military accounts unless the initial deposits reported to him (see paragraph 3) or the actual total balance last reported (see paragraph 5) would thereby be increased by Rs. 5,000 or more.

5. Immediately after the 30th June and 31st December of each year the commanding officer will obtain from each bank holding funds belonging to his unit a statement of the total balance at his credit, as it stood on such date, and he will after verifying the statement with his regimental accounts and attaching his certificate of its correctness, forward it without delay direct to the controller of military accounts of the command or district in which the headquarters in India of the bank are located who maintains registers of regimental funds and regulates the amount of security to be lodged by the bank.

The balance shown in the statement must include all money held by the bank including both the current (or floating) account and fixed deposits, etc.

6. The lodgment of security will follow the account district in which the headquarters of the bank concerned is located, *e.g.*, securities to be furnished by a bank, the headquarters of which may be in Calcutta, will be deposited with the controller of military accounts. Presidency and Assam District, who will also accord sanction to the opening of accounts with the bank and receive the statements of half-yearly balances of regimental funds direct from the units concerned (see paras. 3—5).

7. In calculating each half year the amount of security to be lodged with his office by each bank holding regimental funds, the controller of military accounts concerned will add a margin of 10 per cent. to the sum of all the balances with that bank as reported in the latest half-yearly statements received from commanding officers; such margin being designed to cover ordinary fluctuations connected with regimental deposits which may occur during the ensuing half year.

In cases where regimental funds are in deposit with a private bank or firm which has lodged sterling security with the Secretary of State, the controller of military accounts of the command or district in which the headquarters of the bank or firm in India are located and who will receive the statements direct from the units concerned under para. 5 should furnish the India Office direct by the 15th July and 15th

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January with a consolidated report of the amounts of regimental funds held by the banks and firms concerned on the 30th June and 31st December respectively.

The controller of military accounts will also at dates between the half-yearly reports take further security, if necessary, to cover with a margin of 10 per cent., fresh deposits sanctioned under rules 2 and 3. If the security is lodged with the Secretary of State for India, the controller of military accounts will immediately send an intimation to that effect to the India Office direct in order that the Secretary of State for India may obtain further security.

On the other hand, if considerable withdrawals occur between the dates of half-yearly reports which are not likely to be made up again during the same half year, the controller of military accounts shall, on application made by the bank, release a proportionate part of the security in his hands if he is satisfied that the withdrawals made justify this course.

8. The security lodged, whether in government paper, or in cash, or in port trust or municipal bonds or debentures will be duly hypothecated in favour of the controller of military accounts concerned or, in the case of sterling securities, in favour of the Secretary of State for India, at whose sole order and disposal the security will thenceforward remain subject to the provision that in case of failure of the bank the lien of the controller of military accounts or the Secretary of State for India as the case may be upon the security deposited shall extend only to the aggregate amount of regimental funds then actually held by the bank. The controller of military accounts or the Secretary of State for India, as the case may be, will retain the securities in his own custody, and realise and pay to the bank the interest thereon as it becomes due.

All security deposits lodged in government paper, or in port trust or municipal bonds or debentures shall be taken at their market value at the time of deposit. In the event of fluctuations in the market value of such deposits, the controller of military accounts concerned will in all cases review the position annually or if he or the depositor so desires after an interval of six months from the date of deposit or from the date of last review. In either case when a considerable difference in value has taken place, the controller of military accounts will call upon the depositor to make up the difference or allow him a refund, as the case may be.

In cases where a bank desires to tender the security, in cash instead of in government paper, or port trust or municipal bonds or debentures the cash should be deposited in the Imperial Bank of India, or one of its branches and the bank deposit receipt should be forwarded to the controller of military accounts by whom it will be kept in safe custody.

In cases where the bank has tendered the security in sterling with the Secretary of State for India, the latter will report the amount

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so lodged to the Government of India for notification to the Controller of military accounts, of the command or district in which the headquarters in India of the bank concerned is located.

9. With a view to minimising the risk of the security lodged with the Secretary of State being at any time insufficient to cover the total deposits of regiments in India no refund will be made by the Secretary of State except on the basis of the half-yearly statements mentioned in paragraph 7 above.

10. If intimation is received by the Government of India that a bank which has deposited sterling securities with the Secretary of State wishes to replace the same wholly or partly by Government of India rupee paper or some other form of security authorised to be held in this country, the military accountant general will inform the controller of military accounts concerned. Immediately the security which it is desired to substitute is deposited the latter officer will report to the military accountant general to admit of intimation being sent at once by the Government of India to the Secretary of State.

11. The responsibility of the controller of military accounts is limited to the duties above indicated. He is not concerned in detailed work connected with regimental funds, such as settling the rates of interest to be allowed on deposits or seeing that the interest agreed upon is duly credited; arranging for transfer of money from "floating account" to "fixed deposit" or *vice versa*, checking the amounts paid into or withdrawn from accounts or dealing with points in dispute between depositors and banks. Such matters appertain solely to the interior management of the funds and remain to be settled in direct communication between the officer commanding the unit and the bank concerned.

NOTE 1.—It is to be clearly understood that all deposits of regimental funds with a private bank or firm are made and remain at the personal responsibility of the commanding officer. The rules and procedure above stated have been laid down for the convenience and benefit of corps to make it possible for them to earn interest on their regimental monies, while at the same time safeguarding the funds and the officer administering them as far as practicable. The rules in no way imply that the commanding officer is relieved of the responsibility which rests upon him to take every precaution for the safety of the regimental funds entrusted to his care, nor that Government will recoup loss arising from the failure of the bank or firm selected, or from other cause should the security deposited prove insufficient. It must also be borne in mind that depositing officers will be solely responsible for any loss which may result from delay in the submission of their half-yearly reports.

NOTE 2.—It is not permissible for the officer commanding a unit to give a bank thus employed by him any general power of attorney or other authority which would enable the bank to forthwith sell securities deposited with the bank which are the property of a regimental fund, but this shall not preclude the bank from carrying out the sale of such securities in the ordinary course of business, if expressly so instructed in each case by the officer commanding the unit.

NOTE 3.—All securities deposited with a controller of military accounts or the Secretary of State, under these rules will be retained by him in custody and the return of securities no longer required should in each instance be carried out promptly.

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NOTE 4.—The Army institute funds of districts may be banked under the provisions of this Appendix by the Deputy assistant adjutant general of districts on carrying out the procedure laid down for commanding officers.

NOTE 5.—These rules do not permit the banking of regimental funds in the United Kingdom, *but do not preclude the remittance to branches or agencies in the United Kingdom through accredited banks in India of such portions of regimental funds as may be required for the making of purchases, payment of subscriptions, etc.* The accumulated balances of regimental funds of British units, *which accrue previous to the arrival of the units in India*, may, at the discretion of the unit commanders concerned, remain with the banks in the United Kingdom in which they may have been deposited at the time the unit proceeded to India, provided that evidence is produced at the quarterly audit boards to show that balances stated to be deposited in a bank in the United Kingdom are, in fact, so deposited.

Officers commanding British units serving on the Indian establishment may also make remittances from their regimental funds to branches or agencies of banks in the United Kingdom through accredited banks in India for investment in British or colonial government securities on the following conditions :—

(*a*) that the securities when purchased are lodged with the bank in India with which the regimental funds of the unit are deposited.

(*b*) that the security taken from the bank by the controller of military accounts concerned covers the value of such securities, and

(*c*) that these securities are included by the banks in the half yearly statements of regimental funds held by them which are required to be submitted to controllers of military accounts, *vide* paragraph 5, *ibid.*

NOTE 6.—The following are regimental funds :—

British Corps.

Army rifle association (India) fund.
Bagpipe fund.
Band fund.
Contingent fund (Artillery).
Dairy fund.
Garden fund.
Grass, grain, line gear, etc., funds.
Clothing allowance fund.
Helmet compensation fund.
Hutting fund.
Institute fund.
Lead and cartridge case fund.
Memorial fund.
Mess funds.
Private necessaries fund.
Regimental workshops fund.
Rifle club fund.
Royal Army Temperance Association fund.
Sports and games club fund.

Indian Corps.

All monies other than public funds (*vide* definitions in Financial Regulations for the Army in India.

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(A. G.-13).

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APPENDIX XXIII.

RULES FOR THE HANDLING OF EXPLOSIVES.

(*Referred to in paragraph 15.*)

1. Directions for the use of the explosives are to be found in the Manual of Field Works (all arms).

2. Unit commanders other than S. and M. or pioneers, are responsible that a British officer conversant with these directions is always present when explosives are being used. Fully trained Indian officers of S. and M. or pioneers should be quite capable of carrying out simple explosive work; but more important work should be supervised, when feasible, by a British officer.

3. This officer will be responsible that all necessary precautions in handling and dealing with explosives are observed.

4. The following are points that should be observed:—

(*a*) Allow no smoking or naked lights near any explosives.

(*b*) Test a length of fuse beforehand for continuity and rate of burning.

(*c*) Detonators to be kept well away from other explosives.

(*d*) Explosives to be kept away from work in progress and protected from sparks, stones, etc.

(*e*) Fuzes to be cut sufficiently long to give time for the firing party to get clear; and of different lengths so that charges shall not explode together, as it is then difficult to count explosions and detect misfires.

(*f*) Misfires to be carefully flooded with water. On no account should the fuze or any part of a misfired charge be touched until this is done: and even after flooding, untamping should be done with the utmost care. At least half an hour should elapse before a misfire is untamped.

(*g*) "Alarm" and "retire" signals must be arranged before firing a charge, and must always be sounded and working parties made to retire to a safe distance.

(*h*) Charges to be fired as soon as possible after placing, otherwise they may be forgotten.

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APPENDIX XXIV.

(Referred to in paragraph 59.)

PRELIMINARY EXAMINATIONS FOR DEPARTMENTAL EMPLOY.

Judge Advocate General's Department.

Where held.	When.	Board.	Application.	Books and subjects of examination.	Remarks.
Command headquarters (usually).	2nd Monday in January and July.	Appointed by G. O. C.-in-C. Consist of D. J. A. G. or A. J. A. G. and two field officers.	To reach J. A. G. by 1st December and 1st June.	A. A. and R. P., Air Force Act and R. P., I. A. A. and Rules; those portions of the K. R. for the Army, K. R. for the R. A. F., and Regulations for the Army in India that relate in any way to discipline; Criminal Law of England; English and Indian Law of evidence; Indian Penal Code:— Tests will be:— (*a*) *Viva Voce* examination by the board on A. A., A. F. A., I. A. A., and books of regulations. (*b*) Framing a charge for a G. C. M. and recording the proceedings; reviewing the proceedings of a minor court martial. (*c*) Papers (about seven) of questions on the books and subjects above. *N. B.*—No books are allowed at examination save in that portion of (*b*) above which relates to framing a charge for a G. C. M. and recording the proceedings, when the M. M. L., M. I. M. L., or M. A. F. L. (as the case may be) will be allowed.	Papers will be set by the J. A. G. The report of the board on (*a*) and the candidates' replies to (*b*) and (*c*) will be sent to the J. A. G.

Note.—An officer will not be allowed to present himself more than twice for examination.

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CANTONMENTS DEPARTMENT.

(Referred to in paragraph 60.)

Syllabus of examination for officers of the Cantonments Department.

PART I.

Cantonment Administration.

Paper I.—The Cantonments Act and rules thereunder other than the portions dealing specifically with the subjects prescribed for the remainder of the examination. 32086 (A. D.).

Paper II.—Cantonment Finance and Accounts.

Paper III.—(*a*) Sanitation.

(*b*) Office administration, Fundamental Rules as applicable to Cantonment Fund Servants. Government Servants Conduct Rules.

Paper IV (with books).—Cattle Trespass Act.
The Local Authorities Loans Act.
The Municipal Taxation Act.
The Provident Funds Act.
The General Clauses Act.
The Government Buildings Act.
The Cantonments (House Accommodation) Act.
The Indian Electricity Act.
The Hackney Carriage Act.
The Stamp Act.
The Indian Limitation Act.
The Indian Contract Act.

PART II.

Administration of Cantonment Lands.

Paper I.—(*a*) (1) Cantonment Land Administration Rules, 1925, together with the complementary rules, 1926.

(2) Land Revenue (with books).

(*b*) Agriculture and Arboriculture.

Paper II (with books).—The Transfer of Property Act.
The Land Acquisition Act.
The Indian Registration Act.

For the purpose of preparation for this examination the following text books and publications may be referred to:—

(*a*) A Treatise on Hygiene and Public Health, by Birendra Nath Ghose and Jahar Lall Dass (Hilton and Co., Calcutta).

(*b*) Lessons on Indian Agriculture, by Dr. D. Clouston, C.I.E. (MacMillan and Co., Calcutta and Bombay).

(*c*) Notes on Road-side Arboriculture, by W. R. Musto (Government Press, Lahore).

(*d*) Municipality of Bombay, Office Manual, Part I

(*e*) Central Provinces Land Revenue Act, 1917.

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APPENDIX XXV.

PRESCRIBED TOUR OF SERVICE IN INDIA FOR BRITISH SERVICE.

	Years.
R. A. S. C. officers	5
R. E. officers	See R. E. Corps memorandum (India).
R. C. S. officers	5
R. A. M. C. officers	5
Army Dental Corps officers	5
R. A. V. C. officers	5
R. A. O. Corps officers	5
Officers of the Army Educational Corps	5
R. A. S. C., w. os., n. c. os. and men	5
R. C. S., W. os., n. c. os. and men	5
Warrant and n. c. os. of the Army Educational Corps (No. 5167 (Q.M.G.-9).)	5
Army Schoolmistresses	5
Warrant and n. c. os. armament artificer section and armourer section, R. A. O. C.	5
Officers, other than those mentioned above, under paragraph 196 K. R.	6
Warrant and n. c. os. R. E., when serving with sappers and miners	5 (a)
Defence Light Sections, sappers and miners	Five years, or when services no longer required in India.
W. os., n. c. os. and men of all arms other than those mentioned above. (B.-1010 (A. G.-1).)	6 (but see paragraph 304 K. Rs.).

The tour of service counts from the date of embarkation for India and includes all duty and leave out of India during the tour.

(a) Exception in the case of those who arrived in India prior to trooping season 1921-22, who serve for period of engagement.

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APPENDIX XXVI.

RULES FOR THE EMPLOYMENT OF SAPPERS AND MINERS AND PIONEERS UNDER GOVERNMENT DEPARTMENTS, OR WITH NATIVE STATES AND PRIVATE EMPLOYERS.

(*Referred to in paragraph 547.*)

1. With due regard to other military interests every opportunity should be taken in peace time for the employment of sappers and miners, and pioneers, on roads, railways, or other works of utility, likely to improve their technical efficiency for war. Such employment may be "on contract" or "under special agreement." The railway administration, the Public Works Department and the Military Engineer Services will pay rates not exceeding those at which similar works in the same locality is being, or could be satisfactorily carried out by a civil contractor, the engineer-in-chief or the commanding royal engineer being the sole authority for determining the conditions and rates of payment, the guiding principles being :— 1S365 (G. S. S. D.-1).

(i) no extra expense to government is to be incurred,

(ii) reasonable remuneration is to be afforded to the troops employed.

Payments will be made direct to the officer commanding the troops employed who will determine the amounts to be paid to the men, and also will, as in the case of a civil contractor, be required to meet from the payments for labour all extra expenditure incurred in connection with their employment, including compensation for dearness of provisions, and all charges connected with transport, movement, extra clothing, hutting, water supply, conservancy, etc., and repair and maintenance of tools and plant. Unless it be otherwise provided by special rule, no portion of the extra expenses incurred by reason of the employment of troops on these works shall be borne by the military budget.

2. No engineer or working pay shall be issued to any one employed with a unit engaged on railway. public or military works, or proceeding to or from such employment, except as provided for in paragraph 3.

3. In the case of sappers and miners the issue of working pay debitable to the military budget, is admissible while a unit is employed under the railway administrations, the Public Works Department or the Military Engineer Services, to :—

(*a*) British non-commissioned officers ;

(*b*) Indian ranks drawing extra duty pay in regimental appointments ;

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(c) Men employed upon instructional work, if there is no contract work available for them;

Provided they derive no benefit in the way of pay from the contract receipts.

18365 (iii) G.S.S.D. 1.

4. All contract work shall be regarded as "military duty" for the purposes of the grant under the Royal Warrant for pay, or Pension Regulations, India, as the case may be, of pensions to those injured, and of family pensions to the heirs of those killed, while in the performance of such work. Liability for such casualties is accepted by government. The tender for any contract will include this liability assessed for the present at 5 per cent. of the value of the contract, which will be credited to government by the officer commanding the unit employed, either through the accounts of the unit or by a separate remittance into the treasury for adjustment by the controller of military accounts concerned under the appropriate head of army estimates.

5. Units employed under the railway administration, the Public Works Department and the Military Engineer Services can at any time be withdrawn from such employment should conditions of active service arise at any time during the period of their work such as to render their presence elsewhere necessary. Failing the existence of such conditions, there is no limit fixed as to the length of time a unit may be employed on contract work, and the ordinary rules governing the completion of a contract, once taken up, will apply.

6. During the course of any contract that extends beyond a period of six months, military training of the unit or units engaged thereupon will be carried on, sufficient for practical purposes of efficiency. In such cases not more than three-quarters of any unit will be employed at any one time upon the actual contract work, although the whole unit will be moved to the site of the contract. The remaining quarter of the unit will be under military training at or near the locality where contract work is going on.

7. In the case of contracts with government departments, district commanders are empowered to give sanction to work being undertaken, subject to the following conditions:—

(a) That the total number of men required to perform the work does not exceed 10 per cent. of the total strength of the unit.

(b) That the party is within 24 hours recall of the headquarters of the units.

(c) That the work is in the nature of piece-work, *i.e.*, can be terminated by 48 hours' notice on either side.

8. In no case will the officer commanding concerned have the right to refuse such employment sanctioned by a higher authority. This does not preclude him, however, from submitting useful sugges-

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tions or reasonable objection, or from calling attention to possible hardship, or other matters affecting the welfare of his men, especially in the case of purely civil contract work.

9. A report should be made to the C. G. S. indicating the place and nature of the work, the number of men emp'oyed and the period of employment. Applications in connection with all contracts other than those of the nature alluded to in paragraph 8 above, should be submitted to the C. G. S. through the usual channels, for the sanction of H. E. the C.-in-C.

10. It should be understood that the rules as now modified apply during normal times only, and that the proposed employment of any mobilized unit should invariably be referred to the C. G. S.

11. When new lines are required to be constructed sepoys, other than those of sappers and miners and pioneer units, shall not be employed in the work of leve'ling sites or of demolishing old buildings.

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APPENDIX XXVII.

UNATTACHED LIST.

(a) General instructions.

1. The U. L. has been constituted to prevent the reduction of the effective strength of units, and comprises the departmental officers and w. os. serving in the various departments; the non-departmental w. os. employed as serjeant-majors of garrisons, schools of instruction, hill depot quartermaster-serjeants, etc., and the n. c. os., and men serving in departments or other permanent extra-regimental appointments specified in P. and A. Regs.

2. Applications by n. c. os. and men of good character and possessing the requisite qualifications, will be submitted in accordance with the instructions on I. A. F. U.-1740, to the head of the department, or other prescribed officer, for consideration and registration if accepted. Applications from men of the U. L. for other departmental appointments will be similarly submitted. Casualties among, or subsequent disqualification from sickness or misconduct of accepted candidates will be at once reported to the registering authority. The departure of an accepted candidate from the Indian establishment necessitates the removal of his name from the list of candidates for appointment to the U. L. If an accepted candidate desires to remain in India and thereby retain eligibility for selection, he should take the necessary steps in sufficient time before his unit leaves India to obtain transfer to another unit. Such transfers will be carried out under the K. R.

3. HEAD OF DEPARTMENT.—The term "Head of department" where used in this appendix will be held to apply as follows with reference to those employed in —

I. A. O. C.	D. E. and O. S.
I. O. D.	D. O. F. and M. or the D. of A. as the case may be.
I. A. S. C.	District commanders.
Public works department . .	C. E. province.
Public works department (permanent way inspectors).	Agents of company and state railways.
Military engineer services . .	E.-in-C., as regards paragraphs 2, 19, 20 and 22 of this appendix and district commander for all other purposes.
Indian telegraph department .	Director, posts and telegraphs.
Indo-European telegraph department.	Director, Persian section.
Station veterinary hospitals. .	S. V. O.
Army headquarters . . .	Head of branch in which serving.
Headquarters of commands . .	G. O. C.-in-C.
Military accounts department .	C. M. A.
Army remount department .	D. R.
Military farms	Director of farms.
District brigade and station offices	District commander.
Musicians	M. S. to H. E. the Viceroy or Governor.
Indian signal corps . . .	Commandant, Signal training centre (India) Jubbulpore.
Military detention corps (India).	Director, military prisons and detention barracks in India.
All others	District commander.

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(A. G.-11).
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(A G.-11)

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4. N. C. Os. and men shall not marry without the previous sanction of the officer under whom they are serving.

(b) Appointments and transfers.

5. On selection, application should be made direct to the brigade commander under whom the applicant is serving. An application for his transfer to the U. L. will be made on I. A. F. U.-1742, when he succeeds to a permanent appointment. Soldiers of the R. E. are eligible for promotion to serjeant in the corps, but the regimental promotion of other soldiers ceases on leaving their corps for departmental or detached employ, and their subsequent promotion is regulated by departmental rules.

The transfer to the U. L. of passed apprentices of the T. C. E. college, Rurki, and other engineering colleges will be carried out on their permanent appointment to the M. E. S. or P. W. D. with effect from the date following that on which their final examination in the college ends.

6. On transfer to the U. L., soldiers will continue to be borne supernumerary on the rolls of their original units irrespective of whether their units are serving in India or elsewhere, for so long as the soldier remains on the U. L. or, in the case of departmental ranks, up to the date that a man is promoted to departmental warrant rank, when he will be struck off the rolls of his original unit.

(c) Promotions.

7. A soldier, on completion of the undermentioned periods of qualifying service with uniform good conduct, if below the rank stated and the same or higher rank is not attached to and given with the appointment, may be promoted as follows :—

(1) *Departmental ranks.*

Serjeant with effect from date of transfer to the U. L. and staff-serjeant after three years' departmental service as serjeant.

Promotion to serjeant on transfer to the U. L. does not carry with it a corresponding increase of pay.

N. C. Os. who joined the Corps of military staff clerks or Indian corps of clerks on or after the 24th November 1911, will on transfer to any section of the departmental U. L. count all non-departmental service in the corps or service in the Indian corps of clerks towards the 3 years' qualifying service for promotion to the rank of staff-serjeant.

(2) *Non-departmental ranks—*

(*a*) In all cases not mentioned below, serjeant after one year's service in the appointment, and three years' army service.

(*b*) 1st class soldier mechanics. Corporal on appointment, serjeant after one year's service in the appointment, and staff-serjeant after three years as serjeant.

(*c*) 2nd class soldier mechanics. Corporal after one year's service, serjeant after six years' service in the appointment, and staff-serjeant after three years as serjeant.

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A-49998 (A. G.-9).

(*d*) Bandsmen, serjeant after 6 months' approved service in the band, provided they at once extend their army service for the full period of their engagement and agree to re-engage when eligible under A. A. sec. 84 (1) to do so.

Promotion of soldier mechanics to the rank of staff-serjeant will not affect pay, leave pay and pension.

Recommendations for promotion to serjeant, and in the case of departmental ranks staff-serjeants, will be submitted on I. A. F. U.-1743.

8. Promotion to sub-conductor or higher rank will generally be by departmental seniority, but in cases of superior merit may be by selection. When recommending a subordinate for promotion the head of the department will satisfy himself that, in addition to eligibility by reason of efficiency, the subordinate is in every respect fitted for advancement in regard to temperament and habits. Promotion to the next higher rank of those serving in departments, not having fixed establishments, will be regulated by the average rate of promotion of the last ten advancements to that rank; and signallers of the Indo-European telegraph department will complete ten years' departmental service before they are eligible for promotion to warrant rank. Application for such promotion will be submitted to the G. of I. for approval and notification. A soldier transferred to the departmental U. L. on or after the 1st January 1912 will not be promoted to warrant rank unless and until he is in possession of a first class certificate of education or the equivalent under the army school regulations. This qualification will not be demanded in the case of a soldier of the M. E. S. or P. W. D., who has obtained a certificate as sub-engineer or overseer from a civil engineering college. Before a soldier is promoted to departmental warrant rank, he shall sign a decla ation agreeing to continue to serve until legally discharged—(I. A. F. U.-1746). Farrier serjeants of the Indian veterinary corps will receive promotion under the R. W., applications being submitted to the district commander.

A.-38483 (A. G.-11).

9. Before a recommendation is submitted for the promotion of a warrant officer of the Unattached List to commissioned rank, the candidate will be seen by a district or brigade commander (head of department in the case of those serving at headquarters of departments) who will examine the warrant officer's eligibility for a commission. The district commander, brigade commander or head of the department concerned will satisfy himself that both the character and military record of the warrant officer are up to the standard required of a King's commissioned officer.

In the case of *deferred* promotions, similar action will again be taken before such promotions are actually gazetted.

B.-131 (A. G.-9).

10. Departmental officers, warrant and non-commissioned officers, may be specially promoted for good service in the field, or for distinguished service of an exceptional nature not in the field. The services rendered should not merely be of very distinguished merit, but should be exceptional and exacting, and denote ability and devotion to duty

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of a very high order, and such as could only be carried out by an individual who is exceptionally gifted. A warrant or non-commissioned officer specially promoted to commissioned rank in a department for which a fixed cadre of departmental officers is authorised, will remain supernumerary to that cadre until absorbed into the establishment of officers in the usual way.

A warrant officer or non-commissioned officer specially promoted to conductor under the provisions of this paragraph will not be promoted to commissioned rank in the ordinary course until those warrant and non-commissioned officers who were formerly senior to him in his department have been promoted, or have been considered for promotion, to commissioned rank.

The further promotion of all departmental officers who receive accelerated promotion to commissioned rank will be regulated by the time scale, *viz.*—deputy commissary and captain on completion of three years' commissioned service, and commissary and major on completion of six years' commissioned service; commissioned service will reckon from date of first commission.

In the assistant surgeons branch of the Indian Medical Department, an assistant surgeon specially promoted in the warrant grade will retain his new seniority only up to the top of the warrant grade, and will not be promoted to commissioned rank in the ordinary course until those warrant officers who were formerly senior to him in the department have been promoted, or have been considered for promotion, to commissioned rank. An assistant surgeon specially promoted to commissioned rank will be borne supernumerary in his new grade until absorbed by promotion in the ordinary course. An officer who receives accelerated promotion to captain will be eligible for promotion to major on completion of three years in the rank of captain which will reckon from the date of special promotion to the latter rank. B.-5759 (A. G. 9).

In the sub-assistant surgeons branch of the Indian Medical Department those who receive special promotion will be borne as supernumeraries in their new grade until absorbed by promotion in the ordinary course.

No promotions can be made in either branch of the Indian Medical Department in the room of those specially promoted.

These new rules will apply only to those members of the Indian Medical Department who receive accelerated promotion on or after the 1st October 1929.

11. The channel for submission of recommendations for special promotion is as follows:— A.-33615 (A. G.-11).

(*a*) *For service in the field.*—The G. O. C. the forces will include his recommendations in his despatch to the C. G. S. The latter will take the general orders of H. E. the C.-in-C. and forward a copy of such orders to the A. G. who will consult heads of

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department at Army headquarters or department of Government concerned, direct and take the final orders of H. E. the C.-in-C. before submission of the recommendations to Government.

(*b*) *For service not in the field.*—The local head of a department will submit his recommendation to the district or brigade commander for transmission to the A. G. The latter will consult the head of the department at Army headquarters concerned and take the orders of H. E. the C.-in-C. before submitting the recommendation to the Government of India.

Recommendations for acclerated promotion will be submitted on the 1st July annually for submission to the Secretary of State with a view to publication in January the following year.

12. The commissioned and warrant ranks of the U. L. ar

Commissioned ranks.

Commissary with the rank of major.

Deputy commissary with the rank of captain.

Assistant commissary with the rank of lieutenant.

Warrant ranks, departmental.

Conductor.

Sub-conductor.

A.-21994 (A. G.-1).

Warrant ranks, non-departmental.

Director of music, Viceroy's band.

Garrison serjeant-majors.

Embarkation serjeant-majors.

12308 (G. S M. T.-1).

23258 (G. S. M. T.-1).

Serjeant-majors and quartermaster serjeants of the equitation senior officers, small arms, physical training, machine gun schools and Army school of education (India), and serjeant-majors, school of artillery and Prince of Wales' Royal Indian military college.

Serjeant-major, Viceroy's band.

Serjeant-major, Indian veterinary corps.

Serjeant-major, signal units.

Hill depot quartermaster serjeants.

1st Class staff-serjeant-major, Military detention corps (India).

Staff-serjeant-majors, Military detention corps (India).

A.-31544 (A. G.-11).

Commissaries, deputy and assistant commissaries should in all communications be designated by their commissioned titles or by the rank

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attached thereto. W. Os. and n. c. os. will be addressed by, and be entitled to, precedence and other advantages attaching to their U. L. rank, which will be noted in their documents, together with any higher scale of pension, for which it may qualify them and the date of commencement of such qualifying service.

(d) Documents.

13. Immediately a British soldier leaves his unit for employment on the U. L., all his documents will be sent to the head of the department or to the officer under whom the soldier is to serve except in the case of he I. A. S. C. and Indian signal corps.

The officers referred to above will be responsible for the maintenance of all the documents, with the exception of those which are kept by the record officer at home, and medical history sheets (Army Form B.-178) which will be maintained as directed below, and also for communicating direct to the officer in charge of records concerned all changes necessitating an entry in the soldier's original attestation paper. The documents of n. c. os. and men of the U. L. belonging to the I. A. S. C. and Indian signal corps will be maintained as follows :—

(*i*) By the officer in charge, I. A. S. C. records or Commandant, signal training centre (India):—

Duplicate attestation paper.

(*ii*) By the officer under whom the n. c. o. or man is serving :—

Regimental conduct sheet (Army Form B.-120).

Company or squadron sheet (Army Form B.-121).

The duties assigned to the head of the department referred to in this paragraph will be carried out by the officer in charge, I. A. S. C. records, and Commandant, signal training centre (India). A.-41103-A. G. 9.

Medical history sheets (Army Form B.-178) in respect of all warrant officers, non-commissioned officers and men of the U. L. will be maintained by the medical officer in charge of the medical inspection room or military hospital. In cases where this is not practicable the medical history sheets will remain with the other documents in the custody of the officer under whom the warrant officer non-commissioned officer or man is serving. In the latter case, the medical history sheets will be forwarded to the medical officer concerned as occasion requires.

14. A soldier is removed from the rolls of his unit on promotion to departmental warrant rank. The head of the department or officer under whom the soldier is serving will obtain the original attestation and maintain it with the soldier's other documents. The maintenance of the duplicate attestation will be discontinued on the promotion of a soldier to departmental warrant rank. After comparison, where possible, with the original attestation and adjustment of any difference. the duplicate attestation will be destroyed.

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15. Appointments to the U. L., and in the case of non-departmental w. os. and all U. L. n. c. os. and men, changes in rank, transfers, furloughs, remands, dismissals, discharges, marriages, births and deaths in their families, etc., will be entered up in the soldier's duplicate attestation by the head of the department or officer under whom the soldier is serving. Arrests and court-martial entries, also dates from and to which consolidated pay has been drawn (see P. & A. Regs.) will similarly be entered. All entries so made will be communicated to the officer in possession of the original attestation.

The documents of departmental officers and w. os. will similarly be maintained by the head of the department or officer under whom the departmental officer or w. o. is serving.

16. The documents of a non-effective non-departmental w. o. and all n. c. os. and men of the U. L. will be disposed of by the head of the department or officer under whom the non-effective was serving, as directed in the K. R. In the case of non-effective departmental officers and w. os. all original documents will be forwarded to the A. G. except those of non-effective departmental officers and w. os. of the late Madras unattached list which will be forwarded to the Madras district commander for final custody.

(e) Service.

17. Departmental service counts from the date of transfer to the U. L. but promotion in a department is generally governed by the actual date of appointment or transfer thereto.

18. Non-departmental warrant officers, and all non-commissioned officers and men of the India Unattached List may be permitted to extend their service, re-engage, or continue in the service beyond 21 years, under the conditions prescribed in the King's Regulations. The final approving authority for such extensions, re-engagements and continuance in the service beyond 21 years, will be the head of the department concerned as defined in paragraph 3 of this Appendix. In all cases of such extensions, etc., the Officer-in-charge, home record office concerned, will be duly notified by the customary Part II orders. Departmental officers and w. os. and soldier mechanics, provided they remain efficient, may be permitted to serve on till the age of 55 years on attaining which, retirement is compulsory.

(f) Removals—Retirements—Discharges.

A.-33766 (A. G.-A I).

19. Warrant and non-commissioned officers and men of the India Unattached List may be removed and re-appointed to regimental duty in their own corps by the district commander for failure to qualify under departmental rules for retention in the department to which appointed, for inefficiency or for misconduct.

A soldier who is so removed will rejoin the unit of the corps from which he was originally appointed to the India Unattached List. If the unit at the time of the removal is stationed out of India, the soldier will be sent to rejoin it by the first available transport.

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Applications for removal, giving full reasons and accompanied by copies of the soldiers. departmental character sheets and conduct sheets, will be submitted by the head of the department to the district commander who may order the removal as follows :—

(*a*) either in the rank the soldier so removed holds at the time of his removal without loss of seniority ; or

(*b*) in a lower rank. A soldier removed for misconduct will have seniority in that lower rank from the date of the order of removal. A soldier removed for failure to qualify for retention or for inefficiency, will be removed in the rank held by him prior to his appointment to the India Unattached List without loss of seniority in that rank.

(*c*) If the district commander does not comply with an application for removal on account of failure to qualify for retention he will report the case to Army headquarters stating his reasons for not ordering the removal.

As it will seldom be expedient to remove warrant officers in that rank they will usually be dealt with under clause (*b*).

In the cases of warrant officers, the authority for removal with or without loss of rank is section 83 (6) A.A. In the cases of non-commissioned officers, the reduction (if any) in rank must be ordered under section 183 (2) A. A. The removal will be notified in the orders of the sanctioning authority. The warrants of warrant officers will be withdrawn and returned to the Government of India. If suspended pending removal, non-commissioned officers and men should be attached to the nearest British unit until orders for their disposal are received.

(2) Reduction or remand and reduction under section 180 (2) (*f*), A.A.

A warrant officer is liable to be reduced by the Government of India to a lower grade of warrant rank or to be remanded by the same authority to regimental duty in the regimental rank held by him immediately previous to his appointment to be a warrant officer with seniority from the date of the order of remand.

20. Warrant and n. c. os. and men of the U. L. on conviction by court martial will be dealt with as follows :—

(i) Warrant officer—if reduced by the court in the list of his rank or to an inferior class of w. o., he may or may not be removed (optional) ; if reduced to the ranks he must be removed to regimental duty, but he shall not be required to serve in the ranks as a soldier.

(ii) N. c. os. and men may be removed to regimental duty at the discretion of the district commander.

Applications for removal under this paragraph will be submitted by the head of the department to, and dealt with by, the district commander, exactly as laid down in para. 19.

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21. The discipline of U. L. ranks employed in the Indian telegraph department is governed by the rules contained in Chapter IV, Vol. II, Telegraph Manual.

22. A departmental warrant officer having 21 years' qualifying service for pension shall be liable to be discharged. He may, however, be retained for such further specified periods as may be authorized from time to time by the head of his department or other superior authority, but shall not be retained beyond the age of 55 years.

A departmental w. o. is also liable to be discharged at any time by order of competent military authority should his services be no longer required.

A.-44019 (A. G.-11).

23. Application for the retirement to pension from any cause, of departmental officers and W. Os. serving in India, will be submitted on I. A. F. A-311, together with a copy of A. F. B-200, to the head of the department concerned for sanction and transmission to the C. M. A. concerned for issue of the pension notification. As soon as it is known that an officer or a warrant officer of the departmental India Unattached List is due to retire, the following documents will be sent by the officer responsible for their maintenance to the Secretary, Military Department, India Office, London, S. W. 1 :—

(*a*) Copy of British army attestation form including history sheet.

(*b*) Extract from India Unattached List service record (I. A. F. U-1744) giving full details of all appointments and promotions (including those to paid acting or sub *pro tem* rank between 5th August 1914 and 31st August 1921), service in and out of India as stated on page 2 of I. A. F. U-1744 and particulars of any gratuities or annuities paid or payable under paragraph 137, Pay and Allowance Regulations, Part II.

(*c*) Regimental conduct sheet.

(*d*) Medical history sheet and

B.-5195 (A. G.-9).

(*e*) Retirement certificate of service and character (I. A. F. U-1748). (Departmental warrant officers only).

The above documents will be submitted to the India Office whether the officer or warrant officer will reside in or out of India after retirement.

I. A. F. A-312 will be sent to the Accountant-general, India Office, by the Administrative authority or the Officer-in-charge I. A. S. C. records, as the case may be, in the case of officers or warrant officers proceeding to the United Kingdom pending retirement, and by the controller of military accounts concerned in the case of those retiring or invalided from the service in India.

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Voluntary application submitted while on leave in the United Kingdom will be addressed to the Secretary, Military Department, India Office, at least two months before the expiration of the leave but when it is desired to retire a warrant officer compulsorily under the provisions of para. 22, while on leave in the United Kingdom the head of the department will submit the necessary papers to the Government of India for transmission to the Secretary of State. The Officer-in-charge I. A. S. C. records performs the functions of head of department in respect of retirements of departmental officers and warrant offifers of the I. A. S. C., serving in India, except where such retirement is the result of disciplinary action.

24. A departmental w. o. on being appointed to a civil gazetted post is required to resign his rank and retire from the service.

25. The special pension authorised in the P. & A. Regs. to soldier-mechanics of the I. O. D. is awarded by the Chelsea Commissioners. These men are remanded to regimental duty for discharge as required by the discharge regulations, and when their discha·ge has been carried out their discharge documents are sent by the officer commanding the regiment to the head of the department concerned. Applications for the retirement of these men are submitted on I. A. F. A.-311. The head of the department concerned will obtain the recommendation of the G. of I. as to the rate of pension to be granted to the men and forward the recommendation together with the men's discharge documents through the officer in charge of records concerned, to the Commissioners of Chelsea Hospital with a view to the pension being awarded. For the purpose of this rule, the D. O. F. and M. or the D. of A. as the case may be shall be considered as the head of the department.

26. Warrant and n. c. os. and men of the U. L. may, with the approval of the district commander, resign their U. L. rank and revert to regimental duty. In such cases the man will rejoin his corps in the position he held prior to his transfer to the U. L., and be absorbed in the first vacancy. A R. E. soldier will, however, retain his U. L. rank until he is reverted to regimental duty at the first public opportunity. He will not necessarily return to the particular unit in which he was serving immediately prior to his transfer to the U. L. but will be available for general regimental duty in the Corps of Royal Engineers. Applications from artillery men who wish to resign their U.L. rank in order to accompany a battery or company to England after long service in India, may be specially considered by the district commander.

27. Applications for the discharge of those below the rank of departmental warrant officer will be forwarded by the head of the department or officer under whom the soldier is serving to the district commander in whose district the soldier is serving. The latter will issue an order removing the individual from the U. L. and transferring him to his unit in the rank he holds at the time of his removal, authorizing the discharge. The date of discharge will be notified by the unit commander to the

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district commander. Such men need not actually rejoin their corps for duty pending discharge as their discharge documents will be prepared and all claims settled by the unit commander in communication with the officer under whom they are serving. Where the original units are stationed at the time out of India the soldiers concerned will be transferred to the nearest unit located in India which belongs to the same branch of the service as their former corps.

Men of the U. L. who elect for transfer to the army reserve will be called upon to resign their U. L. rank and revert to regimental duty under the same conditions as men who resign under para. 26.

28. N. c. os. and men who are medically unfit for further service will be removed by order of the distr ct commander from the U. L. and transferred to their corps in the rank they hold at the time of their removal, to be invalided or otherwise disposed of; if recommended for change of air in India they will not be removed from the U. L. but sent to a sanitarium for duty.

28-A. When Part II, Regimental Orders, contain notifications of remand of India Unattached List ranks to regimental duty, a copy thereof will be forwarded without delay by the officer commanding the unit concerned direct to the Secretary, Military Department, India Office, London.

(g) Indian ranks.

29. Indian n. c. os. and men of all branches are eligible for employment in civil departments and those who have passed a qualifying course of instruction in grass farming for employment on government grass farms. For civil employ ent (except the survey department for which there are special rules, see Appx. XVIII), the probationary period will be twelve months. The training period for grass farms is 12 months followed by 6 months' probation. During the first 3 months of absence from his unit, when on training or on probation with a civil department, and during the first six months of absence from his unit on training with the Military Farms Department, a soldier will be borne, unseconded, on the establishment of his unit. On the expiry of the period of 3 months' absence in the case of civil department, and at the end of six months if employed with the Military Farms Department, the soldier will be transferred to the Unattached List on application by the head of the department concerned and will not, in any circumstances, be permitted subsequently to revert to his unit. In the event of the failure of the soldier to complete his probationary period or to pass the qualifying examination for perm nent retention in the department, or if, in other ways, the soldier is found unsuitable for permanent appointment, he will be discharged from the service. Application for employment will be made on I. A. F. U.-1741, and for transfer to the U. L. on I. A. F. U.-1742.

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(h) Disposal and Settlement of Accounts.

30. Soldiers serving on the India Unattached List, other than departmental warrant officers (*i.e.*, sub-conductors and conductors) are, for the purpose of discharge from the service, formally remanded in their India Unattached List rank to their British regiment in order that their documents may be prepared for transmission to the officer i/c records concerned in Great Britain. If a soldier's original unit is stationed at the time out of India, the preparation of the necessary documents is undertaken by the nearest unit in India belonging to the same branch of the service as that of the soldier's original unit. A soldier so remanded from the India Unattached List need not, however, rejoin for regimental duty pending discharge. Unless he is discharged for misconduct, the soldier is entitled to the pay of his India Unattached List rank up to the date of his dicharge.

31. The following procedure will be followed in regard to the discharge and settlement of the accounts of such soldiers on their arrival in Great Britain and Northern Ireland :—

(*a*) *Soldiers not granted privilege leave under Indian regulations pending discharge.*

The soldier's discharge will be carried out on the expiration of his engagement, or forthwith if his engagement has expired.

The soldier's account will be settled by the regimental paymaster, and all credits, including any gratuities admissible under Articles 981 and 982, Pay Warrant, 1926, but excepting the plain clothes allowance (see paragraph 34), will be recovered direct from the India Office by him.

A soldier not granted privilege leave is eligible for 14 days' furlough, or bonus in lieu under the conditions laid down in paragraph 1589, King's Regulations, 1923.

(*b*) *Soldiers granted privilege leave under Indian regulations pending discharge.*

The soldier will be in possession of a furlough certificate showing that he has been granted leave. He is required to report his arrival, in writing, to the India Office immediately on disembarkation.

The officer i-c records will be informed by the India Office of such a soldier's arrival in order that his discharge may be carried out on the expiration of his engagement, or forthwith if his engagement has expired. The officer i-c records will notify the India Office of the date on which the discharge is carried out. The soldier's account will be settled by the India Office, and all credits, including any gratuities admissible under Articles 981 and 982 of the Pay Warrant, 1926, but excepting the plain clothes allowance

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(see paragrph 34), will be charged finally to Indian revenues. The plain clothes allowance will, however, be recovered from the regimental paymaster.

If the soldier's discharge is carried out on a date prior to that on which his privilege leave expires he will be credited with pay up to the end of his leave and debited by the India Office with the equivalent of the pension that he will receive in respect of the period of leave beyond the date of his discharge.

If, however, the soldier is not due for discharge until a date subsequent to that on which his privilege leave expires, the India Office will grant him furlough in extension of his privilege leave to the date of discharge.

B.-5221 (A.G.-9).

(c) *Soldiers remanded from the I. U.L. for discharge who have been permitted to continue in the service beyond 21 years for an undefined period.*

The discharge of a soldier of the India Unattached List who has been permitted to continue in the service beyond 21 years for an undefined period (*vide* paragraph 242, Kings' Regulations) will be carried out forthwith on his disembarkation. If he has been granted privilege leave his accounts will be adjusted as laid down in clause (*b*) above.

(i) Transfer to the army reserve.

32. A soldier of the India Unattached List who elects to transfer to the army reserve is required to relinquish his Unattached List rank, and is remanded to his British regiment in the rank and seniority held prior to tansfer to the India Unattached List.

The accounts of such soldiers will be settled by the regimental paymaster.

(j) Discharge or invaliding while on Leave.

33. In any case in which it is decided that a soldier of the India Unattached List on leave from India should be discharged from the service, the India Office will inform the officer i-c records, in order that the discharge may be carried out. The soldier's account, including any gratuities admissible under Articles 981 and 982 of the Pay Warrants 1926, will be settled by the India Office. Plain clothes allowance, however, will be recovered from the regimental paymaster (see paragraph 34).

(k) Plain clothes allowance.

34. Plain clothes allowance for soldiers remanded from the India Unattached List for discharge or transfer to the army reserve in Great Britain and Nothern Ireland is, in all cases, an imperial liability. No credit to Indian funds will be given in respect of public

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clothing brought home from India by such personnel. Such articles will be taken on charge as imperial property, and any deficiencies will be dealt with in accordance with Clothing Regulations. When the value of deficiencies is not recoverable from the individual concerned, it will be charged against Indian funds.

(l) Long Service and Good Conduct Medal Gratuity.

35. In cases in which the Long Service and Good Conduct Medal has been awarded, with gratuity, payment of the gratuity will be made by the regimental paymaster or by the India Office, whichever is responsible for the settlement of the soldier's account. A.-45193 (A. G.-13).

When the medal has been awarded under a British Army Order the gratuity is chargeable to Imperial revenues and, when issued by the India Office, will be recovered from the War Office. When the medal has been awarded under an India Army Order the gratuity is chargeable to Indian revenues and, if issued by the regimental paymaster, will be recovered from the India Office.

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APPENDIX XXVIII.

THE INDIAN RESERVE FORCE RULES, 1925.

A. 32340 (A. G.-8).

The following rules and orders have been made by the Governor-General in Council for the government, discipline and regulation of the Indian Reserve Forces under section 4 of the Indian Reserve Forces Act, 1888 :—

1. These rules and orders may be called the Indian Reserve Forces Rules, 1925.

2. In these rules and orders, "Commanding Officer" means, the officer in command of a reserve centre or of the corps or portion of a corps to which a reservist is attached for training or muster.

Provided that in the case of a reservist of the Indian Hospital Corps who is attached for training or muster to a unit of his corps, other than the unit to which he belongs, his commanding Officer will be :—

(*a*) When the reservist is not called up for training, or muster, the Commanding Officer of the unit to which he actually belongs.

(*b*) When the reservist is called up for training or muster, the Commanding Officer of the unit to which he is attached for such training or muster.

3. The Reserve shall consist of :—

(*a*) Indian Officers commissioned under Rule 4.

(*b*) Persons enrolled under the Indian Army Act, 1911, and transferred to the Reserve either with their own consent or in pursuance of the conditions of their enrolment.

(*c*) Persons enrolled under the said Act for service in the Reserve.

4. (*a*) Commissions as Risaldars or Jemadars in the Reserve of the Indian Army Service Corps may be granted to gentlemen of influence who being not more than 30 years of age, are pronounced medically fit for service.

(*b*) Such Indian officers will ordinarily be retired on attaining 45 years of age.

(*c*) When called out for army service such Indian officers will, for the purposes of pay and allowances, be on the same footing as Indian officers of the Indian Army of corresponding rank, and holding similar appointments in the Indian Army Service Corps. These Indian officers will be allowed pay of rank for the period of training. For the purposes of wound, injury and family pensions or gratuities they will be under the same rules as the corresponding ranks in the Indian Army.

B.-5583 (A. G.-10).

(*d*) Indian officers of the Reserve will rank among themselves according to the dates of their commissions and, when employed on army service, will rank with Indian officers of corresponding rank in the Indian Army, but as juniors of each rank. Indian officers commissioned under clause (*a*) will exercise no military command except over persons belonging or attached to the Indian Army Service Corps.

(*e*) Commissions already granted under the provisions of Military Department Notification No. 112, dated the 10th February 1905, shall be deemed to have been granted under the provisions of this rule.

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5. Every reservist shall come up for service, training or muster, when required to do so by order of his commanding officer: or for service when required to do so by Order of the Commander-in-Chief in India or of any authority empowered by him in this behalf, and shall for this purpose attend at any place specified in such order.

6. Every reservist shall inform his commanding officer of his address, and shall on any change of such address at once inform the said commanding officer of such change.

7. No reservist shall leave India except with the permission of his commanding officer. For the purpose of this Rule, Nepal shall, as regards Gurkha reservists, be deemed to be included in the term "India", except in the case of Gurkha reservists of the ambulance and nursing sections of the Indian Hospital Corps. Z.-2771 (D.M.S.-2).

8. A reservist who has, for any reason, failed to attend at any place when required to do so in pursuance of Rule 5 may be required by his commanding officer to attend for medical examination at the nearest military station to his home, and, if so required, shall attend at such military station on the date appointed for such examination.

9. Notwithstanding anything contained in Section 126 of the Indian Army Act, 1911, it shall not be necessary to assemble a Court of Inquiry under that section merely because a reservist has failed to attend when required to do so in pursuance of Rule 5 or 8. Such a Court of Inquiry may, however, at the discretion of the commanding officer of the reservist, be assembled in such a case.

10. A reservist who fails to attend any place when required to do so in pursuance of Rule 5 shall forfeit all arrears of pay and allowances due to him. Pay and allowances forfeited under this Rule may, when the failure to attend is due to sickness or to any other cause which appears to his commanding officer to be reasonable, be restored at the discretion of the said commanding officer.

11. A reservist who is discharged between two trainings or musters, either at his own request or for misconduct, shall forfeit all arrears of pay and allowances due to him.

12. The certificate referred to in clause (2) of Section 6 of the Indian Reserve Forces Act, 1888, may be signed by the commanding officer of the reservist concerned or, in respect of a reservist who fails to attend for medical inspection when required to do so in pursuance of Rule 8, by the commanding officer of the military station at which such reservist was required to attend.

13. When a person subject to the Indian Army Act, 1911, is to be transferred to the Reserve, his commanding officer shall, previous to such transfer, explain or cause to be explained to him the obligations and restrictions imposed by Rules 5 to 8 and the forfeiture which may be incurred under Rules 10 and 11. When a person not subject to the said Act is enrolled thereunder for service in a reserve establishment, the officer enrolling him shall explain the aforesaid obligations, restrictions and forfeiture. B -5860 (A. G.-3).

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APPENDIX XXIX.

(Referred to in Chapter III.)

DUTIES CONNECTED WITH THE ADMINISTRATION OF THE ARMY IN INDIA, AT ARMY HEADQUARTERS.

The duties connected with the administration of the army in India under His Excellency the Commander-in-Chief are apportioned as follows :—

THE CHIEF OF THE GENERAL STAFF.

The duties of the branch of the Chief of the General Staff are divided among and dealt with by directors as follows :—

(i) Director of Military Operations.

Strategical distribution of the army in India. Plans of operations transfrontier or involving troops of more than one command and plans of concentration and reinforcement in connection therewith. Internal security schemes and measures for the support and maintenance of the civil power. Disposal of military despatches. Strategical considerations affecting the improvement or extension of communications.

Collection, preparation and distribution of information concerning the military geography, resources and armed forces of India and the countries for which India is responsible. Correspondence with military attaches. Compilation of histories of military operations undertaken by the Government of India. Submarine cables and wireless telegraphy.

Collection of topographical information, compilation and preparation of all maps required for military purposes in co-operation with the Survey of India. Provision, storage and issue of maps for war. All matters connected with frontier questions, boundary delimitations and demarcation commissions. Selection of officers for survey and geographical work. Training of officers and others for intelligence duties in war.

(ii) Director of Staff Duties.

Policy in respect of war organization, efficiency (other than training) and maintenance of all units and formations of the army in India. Questions connected with Royal Air Force in India as far as they affect the general staff. Action in connection with war diaries. Orders of battle. Preparation of organization orders for expeditionary forces. Orders initiating mobilization, concentration of forces and movements of units. War organization and efficiency of Indian State troops. General principles, compilation and revision of war establishments, war manuals, and field service manuals. Questions dealing with the Field Service Regulations. Co-ordination within the branch. Ciphers, policy in regard to patterns and scales of armament and equipment. The study of military experiments and

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inventions. Staff establishments and staff duties, organization of the general staff and appointments thereto. Preparation and administration of Head IV of the military budget. Co-ordination at Army headquarters and allotment of military resources.

(iii) Director of Military Training.

Training for war, and education of all arms. Supervision of training at the Staff College, Quetta, and all other military schools and recommendations for appointment of instructional staffs. Allotment and control of training grants. Manœuvres and criticisms of reports thereon. Questions relating to training areas and claims for compensation. Army Sports Control Board.

Questions relating to examination for promotion (combatant services only), and for entrance to the Staff College.

Preparation of training memoranda, and of India supplements to training regulations and manuals.

Translations from, and into, vernacular, of training manuals and editing of vernacular military newspapers. Central Library A. H. Q.

TECHNICAL ADVISERS ATTACHED TO THE GENERAL STAFF.

1. General duties.—The technical advisers attached to the general staff at Army Headquarters are :—

The Major general, cavalry.

The Major general, Royal Artillery.

Brigadier Royal Engineers.

The Signal officer in chief.

The Colonel, Royal tank corps.

The Inspector of physical training.

The technical advisers assist the C. G. S. in ensuring that the technical training, instruction and preparation for war of their respective arms, as laid down by regulations, are fully carried out. They also advice the general staff on question of organization, establishments, scales and design of equipment, and assist in the preparation of training manuals. They are available to work out problems affecting their respective arms in connection with plans of operations for war.

All questions of appointments and posting of officers within their respective arms will, in the first instance, be referred to technical advisers, other than the Brigadier, Royal Engineers. 25511 (G. S. S. D. 2).

Their duties also extend to the inspection of units of the auxiliary force.

2. Inspection Duties.—Technical advisers should bring to the notice of the commander anything they consider advisable, *vide*

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para. 26 R. A. I. and, in addition, should send the result of their inspection to the Chief of the General Staff in such form as they consider suitable, so that the latter may—

(*a*) keep His Excellency the Commander-in-Chief informed of the general state of the unit;

(*b*) if he considers necessary, or if His Excellency so orders, take action on any point with the general officer commanding-in-chief command concerned;

(*c*) bring to the notice of branches any matters which the technical advisers have brought to light, in their particulars purview, and on which action by A. H. Q. is required.

In no case should a technical adviser send his reports on units to the units.

G.S., S.D.-2-25511. The units annual inspection report is not a matter for the technical advisor, and he should only record his opinion of the state of the unit, based on his inspection, to the Chief of the General Staff as stated above, forwarding a copy to the command concerned.

Confidential reports on officers are initiated by the immediate commander, and technical adviser should not send in such reports after his inspection.

There is, however, no reason why a technical adviser should not discuss any officer with the commander just as he may discuss the state of the unit.

The instructions on the submission of confidential reports are laid down in M. S. Instruction No. 72 of December 1927, and technical advisers are only concerned in the case of certain officers as stated therein.

3. Channel of Correspondence.—When a technical adviser addresses a unit or formation direct in official correspondence, a copy of the letter must, in every case, be sent to the command concerned.

Addressing a unit or formation, except through the usual channels, is however, to be deprecated, and technical advisers should normally address all matters on which they are empowered to deal, to the technical advisers of command; and, in the case of the M. G. cavalry, for brigaded units to the cavalry brigade commander concerned; with copies to district and command, and for unbrigaded units, to the unit concerned with copies to area, district and command.

4. Special Duties.—In addition to the general duties detailed above, and to the general instructions that appear in the K. R., technical advisers will carry out the special duties detailed below.

Major General, Cavalry.—Advice to the General staff on cavalry matters, and submission of an annual report to the Chief

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of the General Staff, on all matters connected with the training of cavalry.

Co-ordination of cavalry training and advice to local commanders. Inspection of cavalry units and submission of recommendations as a result of such inspections.

Assistance in the preparation and revision of training manuals. Reports on senior officers of the cavalry and advice as to appointments and postings.

Allotment of cavalry vacancies at the equitation school. Liaison with the War Office on cavalry matters.

Reports on foreign armaments, research and inventions and supervision of tests and trials.

Major-general, Royal Artillery.—Advice to the General staff on Artillery matters and submission of annual report to the Chief of the General Staff. Artillery intelligence. Reports on foreign artilleries. Attendance at tests and trials of artillery equipment Reports on senior artillery officers. Selection of officers, for R. H. A., Mountain artillery, Artillery training centre, Gunnery staff course, R. A. depot, and advanced class artillery college.

Co-ordination of artillery training and practice camps and advice to local commanders. Inspection of artillery units and the school of artillery and attendance at practice camps: Submission of recommendations as a result of such inspections.

Allotment of R. A. vacancies at school of artillery, school of equitation, army signal school, army school of physical training, and the army school of education.

Liaison with War Office on artillery matters.

Brigadier Royal Engineers.—Advice to the General staff on all matters in regard to :—engineer works immediately connected with war and manœuvres; engineer preparation for war; engineer training; technical instruction in schools; preparation of training manuals; war organization and establishment of engineer units; scales and designs of engineer equipment and mobilization reserves of engineer stores; siting and design of fortifications, defences and strategic roads. Co-ordination of engineer training and technical inspection of field engineer and pioneer units, submission of reports and recommendation to the Chief of the General Staff as a result of such inspections. Inspection of searchlight sections in coast defence. Supervision of training at engineer practice Camps. Engineering intelligence. Liaison with civil engineering professions and their utilization in war. Study and development of all engineering possibilities that may assist the army in war. Inspection of fortification. Reports on foreign armaments, research and inventions and attendance at tests and trials. Submission of an annual report to the Chief of the General Staff.

Signal Officer-in-Chief.—Advice to the General staff in all matters connected with signal units and signalling generally.

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Inspection of signal units, the army signal school and the signal training centre ; submission of reports and recommendations as a result of such inspections. Co-ordination of signal training (including that of regimental signallers by visits to units), and advice to local commanders. Conduct of staff and field exercises for signal units. Assistance in the preparation and revision of signal training manuals. Reports upon the efficiency of senior officers of the Indian signal corps. Liaison with the civil telegraph department on all questions of communication of interest in the Army. Preparation of war establishments and scales of equipment of signal units found by the civil department in war and of the reserve of signal stores required from civil departments by the army on mobilization. Reports on foreign signal organization and equipment, research and inventions, and supervision of tests and trials. Submission of an annual report to the Chief of the General Staff. Control of corps funds of the Indian signal corps. General advice on the administration of branch officers messes in India of the Royal Corps of signals and control of the central mess fund.

Colonel, Royal Tank Corps.—Advice to the General Staff on all matters in connection with the Royal tank corps. Inspection of all units of the Royal tank corps and of the Royal tank corps school and armoured car units of the auxiliary force. Submission of reports and recommendations as a result of such inspections. Co-ordination of the training of units of the Royal tank corps (including co-operation with other arms) and advice to local commanders. Assistance in the preparation and revision of training manuals. Tank intelligence and reports on foreign tank corps, research and inventions. Supervision of tests and trials. Liaison with the War Office on all matters connected with tanks and armoured cars. Submission of an annual report to the Chief of the General Staff. Tank establishments, organization of tours. Recommendations as to driving and tactical gunnery courses.

Inspector of physical training.—Advice to the General staff on all matters (including scale and design of equipment) connected with physical training, skill-at-arms, etc., in the army in India. Inspection of physical training in units of all arms more particularly the physical education of children in British army schools and recruits in Indian army units. Training policy at the Army school of physical training India. Liaison with the Army physical training staff at Aldershot. Advice as to appointments to the Army physical training staff in India.

THE ADJUTANT GENERAL.

The duties of the branch of the Adjutant general are divided among and dealt with by directors, the Director of medical services, and the Judge advocate general as follows :—

(i) Director of Organisation.

Organization and maintenance of the military forces in India including the reserve. Raising of new and provisional units. Peace

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establishments. Organization and strength of clerical and menial establishments of command, district, brigade and station staff offices. Provision and distribution of personnel, draft requirements for artillery units, and tank units, and distribution of the drafts on arrival from home. Supply of technical personnel for artillery units. The maintenance of Indian army formations in overseas theatres. Distribution of the army in peace in consultation with the general staff. Transfers in both British and Indian services. Disbandment of units and disposal of records and enquiries relating to records and documents. Recruitment of followers and transfers to administrative services.

Terms and conditions of service. Recruiting, British and Indian, combatants and non-combatants. Appointment and location of the recruiting staff. Recruiting of technical personnel for India and overseas and recruiting of followers for overseas. Mobilization, preparation of Mobilization Regulations. Demobilization. Review reports on units.

(ii) Director of Personal Services.

Discipline, and military law. Courts-martial and judicial questions. Reports of all serious assaults and affrays between British ranks and Indian, and between Indian soldiers and civilians. Questions with regard to military law, and the administration of martial and international law. Issue of courts martial warrants and the bestowal of the necessary legal powers on officers commanding formations, in conjunction with the Judge advocate general. Rewards other than those dealt with by the M. S. Medals other than war medals. War Services. Investitures. Ceremonial. General questions governing the promotion and status of British and Indian officers. Postings, promotions and appointments of British and Indian ranks, other than British officers. Financial questions, including all questions of pay and allowances and pensions. Furlough and leave other than cases of leave of individual British officers which are dealt with by M. S. Medical boards. Casualties. Bands and messes. Questions of administration. Military prisons and detention barracks. Unattached List. Issue of India Army Orders and general routine orders.

All questions relating to the organization, training and administration of the auxiliary force, India, and the Indian territorial force.

Questions relating to the Indian Army Reserve of officers.

(iii) Director of Medical Services.

Organization, recruitment, mobilization and maintenance of the military medical services in India. Administrative matters connected with the war training of the above services. Training of regimental establishments in first aid, stretcher drill and sanitation. As far as

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the military medical services are concerned :—Pay and allowances, pensions, promotions, postings, transfers, commissions, retirements, records of services, confidential reports, exchanges, furlough and leave. Appointments of honorary surgeon or physician to His Majesty the King or to His Excellency the Viceroy. Medical requirements of the army, ambulance-transport. Sanitation. Administration of military hospitals and medical control and administration of cantonment hospitals. Medical statistics and returns. Military medical accounts and finance. Medical regulations. Medical attendance. Medical boards. Invaliding. Insanes.

A.-27287 (A. G.-12).

(iv) Technical Adviser attached to the Adjutant General's Branch. Judge Advocate General.

Under the Director of personal services the Judge advocate general deals with :—

The administration of military law in the army. Advice on matters leading up to the convening of courts-martial. Review of and recommendations on court-martial proceedings. Custody of the confirmed proceedings of all general and district courts-martial.

THE QUARTERMASTER GENERAL.

The duties of the branch of the Quartermaster general are dealt with by the Deputy quartermaster general, the Director of movements and quarterings and by departmental directorates as follows :—

(i) Deputy Quartermaster General.

Administers and organizes the Quartermaster general's branch at Army headquarters. Is responsible to the Quartermaster general for the efficiency of the branch and that the duties laid down are performed properly and thoroughly. Considers and carries into effect under the Quartermaster general's orders, measures to ensure efficiency and progress in administration. Co-ordinates the work of all directorates in the branch. Deals with mobilization and with subjects requiring special attention, as and when, allotted to him by the Quartermaster general. Refers to the Quartermaster general, all questions of policy or importance which require the notice or approval of the Quartermaster general. Acts for the Quartermaster general in his absence from Army headquarters.

(ii) Director of Movements and Quarterings.

Administration of the Directorate of movements and quarterings. Co-ordination of all movements by rail, road, and inland water in India and Burma. Co-ordination of all movements by sea connected with India and Burma. Co-ordination of all quarterings of British

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and Indian troops in India, Burma and Aden. Electrical installation for British and Indian troops.

Policy regarding accommodation, officers' hostels and unit quarters.

Purchasing and hiring of houses for offices. Policy regarding—

Liaison and correspondence with { Commands and independent districts and areas. / General staff branch .. / Adjutant general's branch / Quartermaster general's branch. / Finance .. / Railway board, etc. } regarding all movement and quartering questions.

Establishment, railway transport, embarkation staffs, scales of lighting and quartering for British and Indian troops.

Instructions for troops proceeding overseas and on railway journeys. Camps Scales of tentage, but no provision of tentage.

Chairman, Army canteen board, India.

(iii) Director of Supply and Transport.

Administration of all services connected with food, fuel, forage, light and disinfectants and all personnel engaged in this service. Animal and mechanical transport. Administration of all services connected with transport and of transport personnel.

Labour.

Questions dealing with alteration in scales of rations.

(iv) Director of Equipment and Ordnance Stores.

The administration and control of the Indian Army Ordnance Corps. Estimates for and provision of the requirements of the military forces in respect of all stores in the Priced Vocabulary of Stores, of all clothing and necessaries. Patterns, scales and specifications of clothing, necessaries and all stores and equipment in Part I of the Priced Vocabulary of Stores with the exception of anti-gas equipment, artificers and intrenching tools, harness and saddlery, signalling and survey equipment. Control of Section VII of the Field Service Manual, Equipment Regulations, Part I; and Equipment Regulations, Part II, except those for Royal Artillery, Signal, and Engineer units. 391 (M. G. S.-2-C.).

(v) Director of Remounts.

Organization, administration and control of Remount Department, including remount depots and horse breeding, animal efficiency in military areas; appointments and posting of officers. Provision of all animals, riding, draught and pack.

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(vi) Director of Veterinary Corps.

Administration and control of Army Veterinary Corps, India. Appointments and promotions of veterinary officers; inspections; confidential reports; remount questions; animal management questions; pay and allowances; schools of instruction; training; liaison with War Office and with Department of Education, Health and Lands.

THE MASTER GENERAL OF THE ORDNANCE.

The duties of the Master general of ordnance branch are carried out by directors as follows:—

(1) Director of Artillery.

(i) Design, scales, initial allotment of anti-gas equipment, artificers and intrenching tools, harness, saddlery, signalling and survey equipment in Part I of the Priced Vocabulary of Stores, and all equipment, guns, small arms, vehicles ammunition and explosives in Part II of the vocabulary. Patents and inventions.

391 (M. G. S.-2-C.).

(ii) Administration of inspection and experimental establishments and of personnel attached thereto. Inspection and proof of lethal weapons, technical and other equipment shown in (i) above, and general stores. Inspection and proof of aerial bombs and components and liaison with R. A. F. in connexion with approvals, specifications and patterns thereof. Indian List of Changes in War Material. Technical points regarding transport of explosives. Also holds on behalf of the Q. M. G. details regarding stores in Sections 3, 4, 8-A (except cordage, line and twine), 9 and bolts and nuts and steel nuts and washers in section 10 of the Priced Vocabulary of Stores, Part I.

(iii) Control of the following technical publications:—

Equipment Regulations (India) Part II for Artillery, Signal and Sapper and Miner units, Magazine Regulations, Regulations for Ordnance Services Part II, technical pamphlets on artillery equipment and Ammunition. Co-ordination and publication of technical and factory forms.

(2) Director of Ordnance Factories and Manufacture.

Organization, maintenance and financial administration of ordnance and clothing factories and all personnel employed therein. Production of ammunition and explosives and such lethal weapons, equipment vehicles and material as are manufactured in India, and provision of material for clothing factories. Sales, losses and disposal of obsolete and redundant stores in factories. Mobilization programme and war reserves in factories. Design of experimental equipment. Provision of machinery, plant, tools, gauges, motor vehicles and electrical installations for factories. Revision of factory regulations and forms. Co-ordination with Indian Store Department.

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(3) Director of Contracts.

General administration of the contracts directorate in connexion with purchase of foodstuffs including food grains and wheat products; (flour, atta, bran). Coal and coke. Petrol, mineral oil, lubricants, and paints. Miscellaneous articles (excepting textiles and M. E. S. Engineering stores) required by I. A. O. C., I. A. S. C., M. E. S., R. A. F. and Farms.

Statistics relating to the above. Review of local purchases made by supply and ordnance officers. Review of home indents with a view to the development of Indian industries.

(4) Director of Farms.

Administration of grass and dairy farms in India. Accounts and budgets. Sanctions under the Director of farms financial powers. Appointments, transfers, leave, etc., of Assistant controllers. Conditions of service, pay, allowances and promotion of British and Indian personnel. Building works and projects. Acquisition and renting of lands for farms purposes. Machinery. Maintenance and replacement of fodder reserves. Contracts to supplement farm produce.

THE MILITARY SECRETARY.

The duties of the branch of the Military Secretary are as follows:—

Executive duties connected with appointments, promotion, exchange, postings, transfers and retirements of all British officers of the British service, Indian army, Army in India reserve and Auxiliary force, of Indian officers with King's commissions in the Indian army and of officers of the Indian territorial force. Executive action in connection with appointments of officers to the staff and to the command of units and formations; executive action connected with the appointment of officers to civil departments; (Honorary commissions to Indian notables). Scrutiny and maintenance of confidential reports; maintenance of staff lists; maintenance of promotion and retention registers of British officers and Indian officers holding King's commissions of the I. A., all work in connection with the selection board. Leave to individual officers. Honours and rewards to officers. Appointment of individual officers to complete staffs and headquarters on mobilization.

ENGINEER-IN-CHIEF.

The Engineer-in-Chief is responsible for:— 21505 (G.S. S. D.-2).

(*a*) Engineer operations and engineer services during war and peace.

(*b*) The preparedness for war of the engineering services.

(*c*) The supply of engineer stores during war and peace.

(*d*) The execution and maintenance of all military works.

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(*e*) The constructional efficiency, accuracy and economy of all projects and designs submitted by him.

27510 (E. 5-B.).

(*f*) Peace organisation and administration of the M. E. S.

The Engineer-in-Chief will advise and take the orders of His Excellency the Commander-in-Chief, through the prescribed staff officer at Army headquarters, on the subjects enumerated below:—

A. *Through the Chief of the General Staff.*

(i) Engineer works immediately connected with war or manœuvres.

(ii) Engineer preparations for war.

(iii) Liaison with the civil engineering professions and their utilization in war.

(iv) Study and the development of all engineering possibilities that may assist the army in war.

(v) Engineering intelligence.

(vi) Technical instruction in schools and the preparation of training manuals.

(vii) Engineer training and the technical inspection of engineer and pioneer units.

(viii) War organization and establishment of engineer units.

(ix) Scales and designs of engineer equipment and mobilization reserves of engineer stores.

(x) Siting and design of fortifications, defences and strategic roads.

B. *Through the Adjutant general.*

(xi) Peace organization and establishment of engineer units.

C. *Through the Quartermaster general.*

(xii) Military works policy and finance.

(xiii) Engineer services during war, other than those immediately connected with operations, including the construction of railways, communications, harbour works, etc.

(xiv) Supply of engineer stores, other than those supplied by other services.

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D. *Through the Military secretary.*

(xv) Demands on the War Office for completion of the Indian establishment, posting, reversion to British establishment, deputation, selection for all appointments, of officers of the Corps of Royal Engineers in military and civil employ.

E. *Through the Master general of the ordnance.*

(xvi) Works required for ordnance factories and military farms.

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APPENDIX XXX.

(Referred to in paragraph 112.)

REGULATIONS FOR THE ARMY IN INDIA RESERVE OF OFFICERS.

NOTE.—These regulations are applicable only to officers and officers designate who joined the Army in India Reserve of officers on or after the 3rd August 1926, or who have since elected to be governed by them. Officers who joined the reserve before the 3rd August 1926, and who do not elect to be governed by these regulations will continue to serve under the conditions laid down in Army Instruction (India), No. 892 of 1922.

I.—Composition.

1. The Army in India Reserve of Officers consist of the following categories :—

Category.	*Nature.*
1	Staffs.*
2	Cavalry and Tank Corps.
2 (a)	Remounts.
3	Artillery.
4	Engineers.
5	Signals.
6	Infantry.
7	Miscellaneous Duties.†
8	Indian Army Service Corps.‡
9	Indian Army Ordnance Corps.§
10	Ordnance Factories and Inspection.
11	Medical.
11 (a)	Dental.
12	Veterinary.
13	Railways.

B-5953 (A.G.-2).

In addition to officers actually holding commissions in the Army in India Reserve of Officers in time of peace, there is the class of "officers designate." An "officer designate" (other than an officer designate serving in Category 13) for the purpose of these regulations, is a member (officer or other rank) of the Auxiliary Force, India, whose name has been registered for the grant of a commission in the Army in India Reserve of Officers upon the calling to army service of that reserve.

* Includes movement control staffs (railway transport and embarkation staffs).

† Includes labour units, rest camps and other miscellaneous establishments.

‡ Includes supply duties, animals and mechanical transport.

§ Includes duties in arsenals, ordnance and clothing depots.

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The particular conditions governing the service of "officers designate" of Category 13 are shown in Appendix "I."

The Army in India Reserve of Officers will normally be filled by civilians who possess the requisite qualifications and previous training, and who have not already undertaken a liability for general service.

II.—Liability for Service.

2. Upon general mobilization, necessitating the mobilization of all military forces in India, being ordered, all officers and officers designate of the Army in India Reserve of Officers will be liable to be called to army service. A. 41232 (A. G.-2).

Upon general mobilization being ordered the Army in India Reserve of Officers will be called to army service by a notification in the *Gazette of India*. This notification will be sufficient authority for individuals to join. Orders will, however, be sent to all concerned by letter or telegram. Officers and officers desingate will be required to report for duty within an interval of time mutually agreed upon between the military authorities and the individual in each case. Such interval will be (*i*) within 7 days, (*ii*) between 7 and 30 days, or (*iii*) between 30 and 60 days of the date of the gazette notification, unless otherwise specified.

Officers and officers designate of the Army in India Reserve of Officers will not be called to army service on *partial* mobilization being ordered, but if additional officers are required, the Government of India will call for volunteers from among officers and officers designate of the Army in India Reserve of Officers.

3. Upon the termination of the war or other emergency being notified in the *Gazette of India*, officers who have been called to army service will be entitled to release therefrom with all convenient speed. The date of release of each individual officer from army service will be published in the *Gazette of India*, allowance being made for the completion of any periods of leave which may be due to him in respect of his army service (see paragraph 43). After release from army service an officer will revert to his normal peace time status in the Army in India Reserve of Officers. Those whose peace time status was officer designate will not however revert from officer to officer designate unless they rejoin the Auxiliary Force, India. In this latter case they will relinquish their commissions in the Army in India Reserve of Officers and again become officers designate.

4. Should the exigencies of the public service necessitate the temporary retention of any officers in army service beyond the period provided for in paragraph 3, the following procedure will be observed :—

(i) Retention will be confined, as far as possible, to officers who volunteer therefor.

(ii) All extra army service rendered under this paragraph will count for concessions such as leave and gratuities in exactly the same manner as ordinary army service rendered in the preceding period.

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(iii) The eventual release from army service of every officer so retained will be carried out as prescribed in paragraph 3.

III.—Eligibility for appointment.

5. The following, being British subjects, are eligible for appointment to the Army in India Reserve of Officers :—

(i) As officers :—

(*a*) Ex-officers who, having held a King's commission in any branch of His Majesty's British, Indian or Dominion Forces, either naval, military (including the Auxiliary Force, India) or air, have retired therefrom and are no longer liable for service therein, and who are resident in India, Burma, or Ceylon.

(*b*) Civil officials of gazetted status serving under the Government of India or a local government.

(*c*) Private gentlemen who are resident in India, Burma, or Ceylon.

(ii) As officers designate :—

(*a*) Officers and other ranks of the Auxiliary Force, India, subject to the approval of their commanding officers and to the provisions of Section V of these regulations.

A.41070 (A. G.-3). (*b*) Gazetted officers of state worked railways and officers of similar status of company-worked railways, under the conditions prescribed in Appendix "I."

Applicants for category 11 must possess a qualification registrable in Great Britain and Ireland under the medical acts in force at the time of their appointment.

Officers who hold commissions under pre-existing regulations may accept the conditions laid down in these regulations, subject to the approval of H. E. the Commander-in-Chief. Applications should be submitted in accordance with section V.

Applicants for category 11*a* must possess a qualification registrable in Great Britain and Ireland under the dentists acts in force at the time of their appointment.

IV.—Terms of Service.

6. (*a*) On first appointment to the Army in India Reserve of Officers, officers will be given commissions in the rank of second lieutenant (lieutenant for medical and dental officers) or in such higher rank as they may be entitled to by virtue of previous service under the conditions set forth in paragraphs 7 and 8 of these regulations. In order to obviate misunderstanding, prospective candidates for commissions, on furnishing particulars of their cases to the Military Secretary at Army Headquarters, will be informed how much previous service they will be allowed to count, and the rank in which they will be commissioned.

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(*b*) In special circumstances (*e.g.*, if possessing qualifications of an exceptional technical or scientific nature), upon the recommendation of the Commander-in-Chief in India, officers may be granted commissions in the A. I. R. O., in a higher rank than that to which they would otherwise be entitled under these regulations.

(*c*) Officers designate will not, on appointment, be given commissions in the A. I. R. O. They will be registered for the grant of commissions on being called to army service as in paragraph 2. Commissions so granted will be in the rank they would have held if they had been granted commissions on first appointment to the A. I. R. O. For the purpose of subsequent substantive promotion in the A. I. R. O., service as officer designate will count as service as an officer.

(*d*) In conformity with King's Regulations, an officer on being called up for service or training, and an officer designate when called up for service and appointed to a regiment or corps, will be placed at the bottom of his rank in the regiment or corps to which he is appointed.

7. (*a*) Officers who held King's commissions at any time during the period 4th August 1914—11th November 1918, will be entitled to count double such commissioned service for the purpose of seniority for promotion and for all other purposes mentioned in these regulations.

(*b*) Other previous King's commissioned service in any branch of His Majesty's naval, military, marine and air forces (including the Auxiliary Force, India), and commissioned service in the forces of a Dominion, Crown Colony or other British possesions whether regular or otherwise, will count in full. **A.-42950 (A. G.-2).**

(*c*) Warrant and non-commissioned service and service as a private will count as half commissioned service, reckoned as above. For purposes of these regulations, Viceroy's commissioned service will count as warrant service. **A.42886 (A. G.-2). A.-45978 (A. G.-2).**

Any service, other than commissioned service, rendered before the age of 18 years will not be reckoned as qualifying service for the purpose of these regulations.

(*d*) Other cases of previous active service, not covered by these regulations, will be considered on their merits by the Government of India, who will decide how much service may be counted.*

(*e*) Back service which counts for promotion and other purposes under the above rules gives no retrospective claim to arrears of pay or enhanced gratuity.

* *e.g.*, 'A' served for 3 years during the war 1914-18, as an officer and joins the reserve in August 1926. 'A' counts a total of 6 years and would be commissioned as a Captain of 2 years seniority.

'B' served for 2 years as a non-commissioned officer and 1 year as an officer in the "Queen's Westminsters" before the war. He served as an officer for 3 years during the war 1914-18, and joins the reserve in August 1926. 'B' counts a total of 8 years and would be commissioned as a Captain of 4 years seniority.

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A.47823 (A. G.-2). (*f*) First appointment to the Army in India Reserve of Officers will ordinarily be with effect from the date an application is approved, but rigid adherence to this rule may be waived at the discretion of the approving authority to meet special cases which will require to be submitted to the Government of India for consideration on their merits.

A.43577 (A. G.-2). 8. Provided that they are qualified for promotion (*vide* paragraph 25) and that they are recommended by the district or independent brigade commander concerned, officers will receive promotion on the following time-scales :—

	Categories 1 to 10 (as for Indian Army).	Category 11.	Categories 11 (*a*) and 12.
To lieutenant	2½ years' service	....	....
To captain	9 years' service	3 years' service	3½ years' service.
To major	18 years' service	12 years' service	12 years' service.
To lieut.-colonel	By special selection.	By special selection.	By special selection.

These scales will be modified so as to conform to the time-scale authorised for officers of the Indian army and I. M. S. respectively whenever those scales are varied.

All officers and officers-designate will be given the benefit of the time-scales of promotion authorised during or subsequent to the Great War, in operation (*i*) at the dates of their first commissions, or (*ii*) at the dates of commencement of their warrant, non-commissioned or rank service, or (*iii*) at the dates from which they count service, whichever may be the most favourable to them. In arriving at the dates at (*iii*), all previous commissioned, warrant, n. c. o. and rank service, as allowed to reckon in paragraph 7, will be taken into account.

Officers will, however, be exempted from qualifying for promotion up to the rank to which they are entitled on first appointment.

B.-6835 (A.G.-2). 8-A. *Retarded promotion.*—An officer or officer-designate, whose promotion has been retarded will be promoted when qualified and recommended from the date of the first day of the examination at which he qualified or from the date of the recommendation of the district or independent brigade area commander in cases where no examination is held. The subsequent promotion of such officers or officers designate will be governed by the conditions laid down in paragraphs 8 and 25 and Appendix " E " of these regulations.

9. The minimum age limit for admission to the Army in India Reserve of Officers is 20 years.

The maximum age limits for service are as follows :—

For cavalry, Tank Corps, artillery and infantry	Lieutenants 35 years. Captains 40 years. Majors 45 years. Lieutenant-colonel 47 years.
Other categories	All ranks 55 years.

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Officers and officers designate of categories 2, 3 and 6 may, if recommended, be transferred at their own request to other catagories, either to avoid superannuation or for other reasons.

In special cases, district commanders may recommend the retention of an officer or officer designate in any category beyond the age limits specified above.

9-A. In special cases, the Government of India may sanction the appointment of an applicant in a rank and category for which he is ordinarily ineligible on account of age or other reason provided that H. E. The Commander-in-Chief is satisfied that such applicant is suitable in all other respects. B.-132 (A. G.-2).

10. Officers designate are in all respects subject to the regulations governing the Auxiliary Force (India).

During periods of peace time training carried out under the Army in India Reserve of Officers Regulations, those who hold commissions in the Auxiliary Force, India, will be granted promotion to cover the exact period of such training up to the rank to which they would be entitled in the Army in India Reserve of Officers, if called up for service, *i.e.*, the rank of which they draw pay during training (*vide* paragraph 35).

If, however, an officer designate's rank in the Auxiliary Force (India), is higher than the rank to which he would be entitled in the Army in India Reserve of Officers, he will retain his Auxiliary Force rank while undergoing training.

Officers designate who do not hold commissions in the Auxiliary Force, (India), will be given temporary commissions in the Auxiliary Force, (India), in the rank to which they would be entitled to the Army in India Reserve of Officers, if called up for service, *i.e.*, the rank of which they drew the pay during training (*vide* paragraph 35), to cover the exact periods of such training.

The pay of officers designate undergoing peace time training as officers under paragraphs 21 and 22 of these regulations will be governed by their length of service and assessed as in paragraph 35. On the conclusion of this training they will revert to their previous status in the Auxiliary Force, (India).

V.—Method of joining.

11. Every applicant for appointment to the Army in India Reserve of Officers whether as an officer or as an officer designate, will be required to obtain the assent of his "superior authority" in civil life. In the case of a government servant, the "superior authority" should be the Government of India or a local government as the case may be, or the departmental authority prescribed in this behalf by the Government of India or the local government. In the case of an applicant who is not a government servant, the "superior authority" will be the civil employer, if any.

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The assent of the " superior authority " will be recorded on the form of application before submission.

B.-8637 (A.G.-2). 12. An applicant for a commission in the Army in India Reserve of Officers, not being a member of the Auxiliary Force, India, will submit his application to the headquarters of the district or independent brigade in which his permanent residence is located.

Applicants for commissions will state the unit and branch or department of the army in which they prefer to be employed. Every applicant, on submitting his application for the cavalry or infantry branch, should state two or three units in order of preference. These wishes will be recorded and will, as far as the exigencies of the service permit be considered when appointing officers; but the actual employment of officers when called to army service rests with His Excellency the Commander-in-Chief, and officers must be prepared to serve wherever required by the exigencies of the emergency or campaign.

An applicant for registration as an officer designate of the Army in India Reserve of Officers, being a member of the Auxiliary Force, India, will submit his application to his commanding officer, who will forward it with his recommendations to the headquarters of the district or independent brigade in which the unit headquarters is situated.

13. The proportion of officers and other ranks of units of the Auxiliary Force, India, who may become officers designate of the Army in India Reserve of Officers, will be at the discretion of the unit commander subject to the approval of the district or independent brigade commander.

14. All applicants will, when possible, be interviewed by the district or independent brigade commander. When this is impracticable or inconvenient, the interview may be dispensed with by the district or independent brigade commander, who will make such enquiries as he considers desirable, or he may depute a military officer to carry out the interview.

B.-215 (A. G.-2). All applicants before being accepted for categories 2 (*a*), 8, 9, 10 and 12 will invariably be interviewed as under:—

Category 2 (a).—By the Remount officer, command or an officer of the Army remount department deputed by him. (By a district commander as above in the case of Burma district.)

Category 8.—By an A. D., S. & T. (D. A. D., S. & T. in the case of independent brigades), or an officer of the I. A. S. C. deputed by him.

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Category 9.—By the Chief ordnance officer of the nearest arsenal or ordnance officer of the nearest depot.

Category 10.—By the Superintendent of the nearest ordnance factory and/or inspector (or the Officer-in-charge) of the nearest ordnance inspection establishment.

Category 12.—By the D. D., V. S., or A. D., V. S. command or a veterinary officer deputed by him, or by the executive veterinary officer in the case of Burma District.

In order to avoid extra expenditure and the necessity for more than one interview, the interview by a district or independent brigade commander or another officer deputed by him with applicants for the above categories should be arranged at a time and place at which the local head of the corps or department concerned can be present.

In the case of officers who belong, or belonged to the A.I.R.O. as constituted under the Regulation of 1922, this interview is not necessary.

The commander of the district or independent brigade after satisfying himsef as to the suitability of the applicant to hold a commission, will arrange for his medical examination (*vide* paragraph 17), after which the papers will be forwarded through the usual channels to the Military secretary at Army Headquarters.

Candidates for category 11 and 11-A will require to be approved by the Director of medical services at Army headquarters before acceptance.

15. Applications will be made on India Army Form Y-1952 (*vide* Appendix A), copies of which will be held by all Auxiliary Force units and by headquarters of districts and independent brigades.

16. Every application will be accompanied by the following declaration, made before a magistrate, district or independent brigade commander or an officer specially authorised by him in this behalf :— A.-48591 (A. G.-2).

I, the undersigned, hereby promise and declare that I will serve His Majesty the King-Emperor of India, his heirs and successors, as an officer/officer designate of the Army in India Reserve of Officers, so long as my services may be required or until my resignation is accepted and, if I am in army service, notified in the *Gazette of India*, that I will serve in any part of India or in any other place in which any portion of His Majesty's Indian forces may be serving and in any branch or department of the service to which I may be appointed.

Signed this.....day of.....19 .

Witness .....

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VI.—Physical standard.

17. All applicants for appointment to the Army in India Reserve of Officers will be required to undergo a medical examination, under arrangement made by the district or independent brigade commander concerned. They will be classified as :—

(*a*) fit for general service.

(*b*) fit for service on the lines of communication.

(*c*) unfit.

Those classified as fit for service on the Lines of Communication, will be earmarked for appointments and categories suited to their physical standard. Unfit applicants will not be accepted.

VII.—Resignations and Removals.

B.-5177 (A. G.-2).

18. (*a*) An officer who wishes to resign his commission in the Army in India Reserve of Officers will apply through the prescribed channels (see paragraph 57) to the Military secretary, Army headquarters, or, if residing out of India, Burma or Ceylon, to the Military Secretary, India Office.

(*b*) The registration of an officer designate may be terminated or the application of an officer designate to sever his connection with the Army in India Reserve of Officers, may be approved, by H. E. The Commander-in-Chief.

(*c*) An officer designate who desires to sever his connection with the Army in India Reserve of Officers whilst continuing to serve in the Auxiliary Force, India, will apply through the prescribed channels to be released from the former obligation.

(*d*) An officer designate who desires to resign his commission in or take his discharge from the Auxiliary Force, India, but who wishes to remain in the Army in India Reserve of Officers must apply (in duplicate in the same application) for a commission as an officer in the Army in India Reserve of Officers.

(*e*) An officer of the Army in India Reserve of Officers who becomes a member of the Auxiliary Force, India, must apply for appointment as an officer designate if he wishes to retain his connection with the Army in India Reserve of Officers.

(*f*) In such cases service as an officer designate followed by service as an officer of the Army in India Reserve of Officers (or *vice versa*) will be reckoned as continuous, provided that the hiatus between the date of acceptance of the resignation and the date of re-admission, or between the date of becoming a member of the Auxiliary Force, India, and the date of appointment as an officer designate does not exceed two months.

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(*g*) Where the above procedure is not carried out, resignation or discharge from the Auxiliary Force, India, or appointment to that force, as the case may be, will automatically involve withdrawal from the Army in India Reserve of Officers. In this case the date of appointment as an officer or officer designate will be the date the application is approved, *vide* paragraph 7 (*f*).

(*h*) An officer of the Army in India Reserve of Officers serving under these regulations who finally leaves India, Burma or Ceylon, with the intention of taking up his permanent residence elsewhere will be required to relinquish his commission in the reserve.

(*i*) Resignations will not usually be accepted when the Army in India Reserve of Officers has been called to Army Service, nor if any emergency is imminent.

(*j*) Subject to the approval of His Majesty, the Governor-General in Council may dispense with the services of an officer for failure to attend for training when so required or for any other cause.

VIII.—Training.

19. All officers except those belonging to category 11*a* and officers designate of the reserve will be required to carry out such training as may be prescribed from time to time. Times and places will be arranged, as far as possible, to suit the convenience of individuals.

District and independent brigade commanders are empowered to exempt officers and officers designate from undergoing the training prescribed :—

(*a*) for urgent private or business reasons.

(*b*) when the individual's civil occupation is considered to be adequate training for the duties he will be called upon to perform in war.

20. Officers will undergo training as prescribed for the following periods :—

Categories 2, 3 and 6	16 days every year.
Other categories	16 days every second year.

In exceptional cases under the authority of the district or independent brigade commander the training may be carried out in broken periods, provided no additional expense is incurred.

With the sanction of the district or independent brigade commander the above periods may be increased to a maximum of 30 days in any one year for individuals who so wish.

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An officer who carries out 30 days training in any one year may be exempted by the district or independent brigade commander from undergoing the prescribed training in the following year.

A.-41272 (A. G.-2). Officers selected for training in intelligence duties may, on the recommendation of the Chief of the general staff, be trained for a period not exceeding 30 days annually.

Officers of category 11*a* will not undergo periodical training.

21. Officers designate will normally undergo training for the periods laid down in paragraph 20. It shall, however, be within the power of the district or independent brigade commander to exempt an officer designate of categories, 2, 3 and 6, not more often than every second year, provided that he carries out the training in that year for which he is liable under the Auxiliary Force (India) Act.

With the approval of the competent military authority as defined in the Auxiliary Force (India) Act, training carried out as an officer designate under paragraph 20 may be allowed to count against training prescribed under the Auxiliary Force (India) Act. In such cases A. F. I. pay will not be admissible in addition to A. I. R. O. pay.

22. In order to enable them to gain frontier experience, officers and officers designate may be permitted to undergo training in the Peshawar, Kohat and Waziristan districts.

Similarly, arrangements will be made in special cases for attachment to units of the Royal Air Force, if facilities are available.

23. Officers and officers designate will apply through the prescribed channels (see paragraph 57) indicating the dates, station and unit which are suitable to them for undergoing their training as prescribed.

27866-M.T.-1. 24. Arrangements will be made for officers and officers designate on leave in the United Kingdom to be attached to regular units of the British Army in Great Britain provided they give two months' notice to the Military Secretary, India Office, London.

25. The qualifications for promotion in the Army in India Reserve of Officers are given in Appendix E of these regulations.

Officers and officers designate who, on the termination of not less than 30 days' training, made up in two periods if necessary, are reported by the district or independent brigade commander to be fit for promotion, may be exempted from passing the prescribed tests.

Officers and officers designate who are earmarked for war time duties which require knowledge of a technical rather than a military character, may be similarly exempted by the district or independent brigade commander, without undergoing the prescribed training.

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All such exemptions will be reported to the Military secretary at Army headquarters.

26. Officers of the Army in India Reserve of Officers who may be residing out of India will apply to the Military secretary, Army headquarters in India (through the local military headquarters, if any), for instructions as to training facilities. Special arrangements will then be made for their training with the local military forces, if any, or with the army in India, as convenient.

26-A. Officers of the Army in India Reserve of Officers may be employed on part time military duty in peace time for certain special purposes, under the terms laid down in Appendix F.

IX.—Precedence and status.

27. When nominated to appointments which carry enhanced rank, officers of the reserve will be entitled to acting rank on the same terms as those in force for the time being for regular officers.

28. Officers designate, who are officers of the Auxiliary Force, India, will hold the status they possess as officers of that force at all times. Officers designate, other than officers of the Auxiliary Force, India, who are granted temporary commissions under paragraph 10, will have the status of an officer of the Auxiliary Force, India, during the period covered by that commission.

X.—Uniform and equipment.

29. Officers and officers designate (other than officers designate of Category 13) of the reserve will be required to maintain in peace time, the articles enumerated in Appendix 'B' (1).

30. On being called to army service in time of war or other emergency, officers of the reserve will receive a free issue, on loan of the articles enumerated in Appendix B (2).

31. Officers and officers designate of the reserve whose duties necessitate their being mounted, will, if attached to regular troops for training, be provided with chargers by the unit to which they are attached. Travelling allowance for private horses is inadmissible. A mounted officer of the reserve on being called to army service in time of war or other emergency, will be provided with the number of chargers to which he is entitled, and also with the necessary saddlery and line gear. Mounted officers who are in possession of horses which are their own private property, will be subject to the same

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rules as regular officers in a similar situation, *i.e.*, they may sell them to government at a valuation, or they may retain them. in which case they will be unable to claim compensation in case of loss.

M. F. U/o No. 3677-P. of 1929.

Note.—When chargers are provided by the unit to which the officer is attached, the syces of the unit will continue to look after such chargers, and syce and forage allowances will be inadmissible.

32. *Service dress—(a) Peace time.—*

Officers, and officers designate, when called up for training, will wear the uniform of the unit, corps or department to which posted with badges (cap and collar only) and buttons of regimental pattern except that the letters "A. I. R. O." will be worn on the shoulder straps below the badges of rank, in lieu of regimental shoulder titles or numerals.

Officers of the A. I. R. O. may wear this uniform on all "appropriate occasions" on which uniform is worn.

Officers designate who only hold a commission for the period of their training, cannot wear uniform as Army in India Reserve of Officers at any other time.

Officers and officers designate who are *not* posted to any particular unit, *i.e.*, those appointed to the categories "Staff" or "Miscellaneous duties," etc., will wear badges and buttons (cap and collar only) authorised for officers of the General List, "Indian Army" [*vide* para. 217, Dress Regulations (India)] with the letters "A. I. R. O." on the shoulder.

(*b*) *When on field service.*

Officers and officers designate will wear the uniform of the unit, corps or department in all respects identical with that worn by regular officers. The letters "A. I. R. O." will not be worn.

2. *Mess dress.*

Officers and officers designate may provide themselves optionally with mess dress as laid down in para. 246, Dress Regulations (India), namely:—

(*a*) General list mess dress, or

(*b*) The mess dress of the unit, corps or department to which they have been posted but in both cases will wear the letters "A. I. R. O." on the shoulder straps below the badges of rank.

Officers of the A. I. R. O. may wear mess dress on all "appropriate occasions."

Officers designate, who only hold commissions for the period of their training, may not wear mess dress at any other time.

A.-43610 (A. G.-9).

Officers and officers designate who do not provide themselves with mess dress may wear service dress (as in para. 1 above) or evening dress, when dining in mess during training.

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XI.—Pay and allowances.

33. When called to army service by Gazette notification, and when called up for training, officers of the reserve will receive pay and allowances admissible to regular officers of the same status and rank in the arm or service to which they are posted, from the date on which they report for such service of training, subject to any rules which may be in force with regard to civilian government servants employed in a military capacity.

As an exception to the above, officers of category 11 will receive the rates of pay laid down for regular officers of the Indian Medical Service. In addition, those entitled to overseas pay will draw such overseas pay in rupees. Officers of category 7 will receive the rates of pay and allowances laid down for regular officers of the same status and rank in the army service to which they are actually attached for training. A.-42685 (A. G.-10).

Officers of category 11*a* will receive pay and allowances admissible to regular officers of the same status and rank in the Army Dental Corps in India. (D. M. S. Case.)

In the case of all categories where any form of Indian allowances is admissible under the general terms of this rule, such allowance will not be granted to an officer attached to a unit of the British service and serving in the United Kingdom. The issue of pay and allowances of officers of the reserve will be subject to all rules governing their issue to officers of the Indian army.

The current rates of pay of the regular army in India are given in Appendix C.

33-A. Officers and officers designate of the Army in India Reserve of Officers shall, on being called up for military service on mobilization, draw pay and allowances of rank from the dates on which they leave the stations at which they were employed before mobilization, the admissibility of pay being restricted to the time necessarily spent on the journey, subject to a maximum period of 10 days. B.-5666 (A.G. 10). D. F. A., A. G.'s Dy. No. 10436-P. of 1929.

34. Officers designate will receive the emoluments admissible to them as members of the Auxiliary Force, India, for all training carried out under the Auxiliary Force (India) Act, 1920, and under the regulations made under that Act. (See also paragraph 21.)

35. Officers designate undergoing periods of training under these regulations will be paid at the rates of the rank which would have been admissible to them if they had been granted commissions on first being registered for the Army in India Reserve of Officers and had received the promotion to which they would then have been entitled as officers of the reserve.

36. The ordinary lodging allowance rules will not be applied to officers and officers designate during training, except when accommodation in government quarters is available and when they elect to

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utilise it and abide by the lodging allowance rules; in other words officers and officers designate will ordinarily draw lodging allowance in cash and make their own arrangements for their accommodation.

37. The rates of pay admissible to officers of the Army in India Reserve of Officers during periods of training and service under these regulations will be subject to revision in conformity with any revision of pay of the regular officers of the army in India which may be made from time to time.

A.-37570 Part II (A. G. 2).

38. Civilian government servants employed under the Government of India, local governments or administrations, who belong to the Army in India Reserve of Officers will, when called up for training, receive the pay and allowances which they would have drawn in their civil appointments but for the training in addition to their military pay. Periods of time spent by all government servants undergoing training or when called to army service shall count for civil leave and pension and for increments of civil pay.

A.-47697 (A.G.-2).

39. Military pay and allowances during training will be drawn through the accounts of the unit or formation with which the officer actually does his training.

A.-3629 (A. G. 2).

40. (*a*) In time of peace every officer or officer-designate of the reserve will receive a retaining fee at the rate of Rs. 200 per annum. This allowance includes a sum of Rs. 50 for the maintenance of the prescribed uniform and equipment [*See* Appendix B (*i*).]

(*b*) This allowance will normally be payable in January according to the amount admissible on account of the number of months' service completed during the previous year, *i.e.*, up to 31st December.

(*c*) No officer or officer-designate will become eligible for the retaining fee until he has completed 12 months' service in the reserve, when the amount admissible for service up to the end of the previous calendar year may be claimed.

(*d*) An officer or officer-designate who resigns his commission in, or severs his connection with, the Army in India Reserve of Officers, for reasons accepted as satisfactory, by the Government of India in the case of an officer or by H. E. The C.-in-C. in the case of an officer-designate will be entitled on resignation or severance to *pro rata* payment of the allowance, provided he has completed not less than 12 months' service in the reserve.

(*e*) *Pro rata* payment of the retaining fee will be admissible to an officer or officer-designate on being called to army service for any portion of a year's service rendered prior to being called up.

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(*f*) For the purpose of computing the date from which officers and officers-designate will commence to earn the retaining fee, the following conditions will apply :—

(*i*) Officers serving under the 1922 regulations who elected the conditions laid down in these regulations before the 1st January 1927 will, for the purposes of the grant of this allowance, be considered as having joined the reserve on the 3rd August 1926, *i.e.*, the date the revised regulations were sanctioned. Such officers electing the new conditions subsequent to 31st December 1926 will be eligible to earn the retaining fee from the date of signing their application forms (I. A. F. Y-1952).

(*ii*) The date from which new entrants to the reserve, whether as officers or officers-designate, commence to earn this allowance will be the date on which such applications are approved, either by notification in the *Gazette of India* or by letter from the Military Secretary, Army Headquarters as the case may be.

(*g*) For purposes of calculating the amount due, the date up to which he will be considered as belonging to the reserve will be that prior to the date of the *Gazette of India* notification or letter from the Military secretary, Army headquarters or Adjutant general in India in which his resignation from, or severance of his connection with, the reserve is notified.

(*h*) In calculating the amount due, any period less than a complete calendar month will be ignored.

41. An outfit allowance will be granted to an officer on being gazetted to a commission in the Reserve on the production of a personal certificate of possession of the articles enumerated in Appendix "B" (1). This allowance will not be admissible if the officer has received any outfit allowance from the Government of India on being gazetted to a commission after the 24th October 1922. If, however, the amount of such previous outfit allowance was less than Rs. 400, the difference will be paid to the officer. A.-46862 (A. G., A. T. F.)

The allowance will also be granted under the above conditions to an officer designate.

Should an officer or officer designate sever his connection with the reserve within 3 years from the date of joining, he may be called upon to refund the allowance drawn as above (or a proportionate part thereof) unless the district or independent brigade commander waives such refund.

42. The commander of an Auxiliary Force unit will be entitled to draw a capitation grant of Rs. 150, once only, for every officer designate who belongs to his unit. This grant will be paid when the

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individual in question has completed one year's actual service, and will be expended in the interests of the Auxiliary Force unit at the discretion of the commanding officer.

A.-4 8587 (A.G. 10).

42-A. In all cases of disability occurring at preliminary training annual training manoeuvres or authorised courses of instruction, and duly reported as required by regulations, pay and allowances will be issued to the officer until the end of the period of training for which he is called up, if he remains at the place of training or is sent to a military or civil hospital, subject to a limit of 30 days from the date of a disability not contracted in and by the performance of military duty.

42-B. If an officer is suffering from a disability contracted in, and by, the performance of military duty and is sent to a military or civil hospital, or is sent home certified as incapacitated pay may be issued, at the discretion of the Government of India, for a period not exceeding six months from the date on which the disability was incurred.

XII.—Leave.

43. On the conclusion of his mobilized service and prior to the official date of his release from army service as notified in the *Gazette of India* an officer will be entitled to the grant of the following periods of leave :—

(*a*) *Privilege leave.*—30 days in respect of each year of mobilized service, or for broken periods one day for every twelve days, up to a maximum of 90 days.

(*b*) *Special leave.*—On full pay, where applicable as may be authorised for regular officers.

(*c*) *Furlough.*—30 days in respect of each year of mobilized service or, for broken periods one day for every twelve days, up to a maximum of 90 days.

In all cases the basis of calculation will be the period of mobilized service reckoned from the date of assumption of duty on being called to army service.

44. The monthly rate of pay admissible during leave under 43 (*a*) and (*b*) above will be the same pay as when on duty, *i.e.*, the full pay of the last appointment held. If, however, the pay of the last appointment held is less than the pay calculated at the rate for assessing gratuity (*vide* paragraph 54) then the latter rate will be drawn.

The pay admissible during furlough under 43 (*c*) above will be the same as that admissible to a regular officer of the same branch and of the same rank as the officer's substantive rank in the Army in India Reserve of Officers.

45. During his period of mobilized service an officer may be granted—

(*a*) Leave on the recommendation of a medical board up to a maximum of eight months, such leave to be governed by the same rules as for regular officers.

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(*b*) Casual leave up to 10 days at a time.

(*c*) Any special periods of war leave which may be authorized for regular officers during the course of a campaign.

46. Officers of the reserve will be entitled to any special concessions which may be made to regular officers in respect of free passages, when proceeding on leave in accordance with paragraph 43.

47. Officers of the reserve who, on completion of their mobilized period of army service, are entitled to leave under paragraph 43, may if they desire resume their civil duties, whether in government employment or otherwise, during their leave without prejudice to the receipt of the full emoluments due to them in respect of such leave. Duty so rendered, in the case of government servants, counts for civil leave.

XIII.—Passage rules.

48. Officers and officers designate of the reserve travelling on duty in India will travel under these regulations and will be entitled to draw travelling allowance at the scales laid down in Chapter II, Passage Regulations, important details of which are given in Appendix D.

Officers temporarily resident in Great Britain and Northern Ireland will travel on duty under War Office Allowance Regulations applicable to officers of the same rank in Great Britain; officers resident in Ceylon will travel on duty under War Office Allowance Regulations in Ceylon and under the rules in Chapter II, Passage Regulations, in India. A.-43976 (A. G. 2).

49. All candidates summoned for an interview before admission to the Reserve by the district or independent brigade commander, are entitled to travelling allowance on the temporary duty scale from and to their place of residence in India, Burma or Ceylon, and daily allowance for the period of detention. A.-43976 (A. G. 2).

Officers and officers designate of the reserve are entitled to conveyance from and to their place of residence in India, Burma or Ceylon, or in Great Britain or Northern Ireland, to and from the station at which their training is carried out.

Travelling allowances, etc., for candidates residing in Ceylon, when called up by the military authorities in Ceylon for interview prior to appointment, will be paid under War Office Allowance Regulation by the Command paymaster, Ceylon, who, after audit, will recover the amounts disbursed from the Government of India through the Colonial treasurer in the exchange current account.

50. A married officer or officer designate of the reserve undergoing training for a period of not less than 16 days, will be permitted to draw travelling allowance on the temporary duty scale for himself, *vide* Appendix D, and a first class fare for his wife if she accompanies him subject to the limitation laid down in paragraph 49.

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51. An officer of the Army in India Reserve of Officers who is actually performing military service, is entitled to conveyance for himself and his family—

(*a*) On being compelled to resign his commission through circumstances beyond his control, to his intended place of residence in India, if recruited in India, or to the country in which recruited [see paragraph 5 (*i*)].

(*b*) On dismissal or removal from the service, or on being permitted to resign the service to avoid dismissal, provided that he is unable to pay his own travelling expenses, to his intended place of residence in India if recruited in India, or to the country in which recruited [see paragraph 5 (*i*)].

The class of accommodation to be provided for individuals granted conveyance by sea under this rule is decided by Army headquarters in accordance with the merits of each case. The grant of passage money in lieu of passage is inadmissible.

The conveyance authorized above is not admissible to an officer undergoing training as distinct from service.

Officers granted passages under this paragraph, either for themselves or their families, will travel on warrant, travelling allowances not being admissible.

52. A married officer of the reserve, on being called to army service in time of war or other emergency, will be entitled to the same concessions as may be authorized for regular officers on mobilization, and on the termination thereof in respect of free passages for his wife and family.

XIV.—Pensions and gratuities.

53. Officers of the Reserve when called to service by *Gazette* notification will be eligible for invalid pensions and concessions at the rates and under the rules laid down in the Royal Warrant at the time being in force for officers of the British service holding temporary commissions, and that military service shall include not only service in any future campaign but also the time during which an officer may be called up for training. An officer who has been pronounced permanently unfit for general service owing to a disability attributable to military service, may on relinquishment of his commission on account of such disability be granted retired pay on the following scale:—

Rank.	Rate for total disablement.
	£
Captain or subaltern	150 a year.
Major	200 a year.
Lieutenant-colonel	250 a year.
Higher rank	300 a year.

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Proportionate rates may be granted for less disability down to 20 per cent. No addition for service shall be made. The amount and continuance of the award shall depend on the degree and duration of the disability.

NOTE I.—In the case of members who are civilian Government servants, eligibility for pension shall be determined either:—

(a) with reference to the actual military rank held at the time of the casualty creating the claim, and the rates and conditions applicable to members of the Army in India Reserve of Officers, or

(b) with reference to the relative rank assigned to the officer under Chapter 38, Civil Service Regulations, and the rates and conditions applicable to civil officer under that chapter.

NOTE II.—In the case of members who are not civilian Government servants, the Government of India may grant compassionate allowances of a suitable amount in lieu of the pension admissible under rule, in cases in which the following conditions are satisfied:—

(i) the casualty occurs as the result of embodied military service;

(ii) the civil status of the person in respect of whom the claim arises may, in the opinion of the Government of India, be reasonably regarded as higher than the status attaching to his rank in the Army in India Reserve of Officers, and

(iii) marked and exceptional hardship would result from the grant of pension admissible according to military rank.

Widows and family pension will be admissible under the rules contained in the Royal Warrant at the time being in force. B.-5310 (A.G.-2).

54. An officer of the Army in India Reserve of Officers, called to army service in time of war or other emergency, shall on release from army service receive a gratuity computed as follows:—

In respect of each year's army service, one month's pay, broken periods being reckoned at the rate of one day's pay for every twelve days' service. All service between the dates of joining for army service and of release from army service, including leave earned in respect of army service, will count as army service for this purpose.

The term pay means the total of all emoluments appertaining to the appointment held, namely, pay of rank, Indian army allowance, departmental corps pay, engineer or signal pay, lodging allowance, marriage allowance, command pay, etc., but excludes allowances not appertaining to the appointment held.

The basis for computing the gratuity will be the average of the officer's pay from date of joining army service to date of release therefrom, or the average of the last twelve months of such service, whichever is the greater.

XV.—Miscellaneous Privileges.

55. An officer or officer designate of the Army in India Reserve of Officers when not in the performance of actual military duties, may be admitted to a military hospital for treatment, in India and Burma if accommodation is available, and if the medical attendant in consultation with the officer commanding the hospital recommends this course. In such a case he will pay the usual hospital stoppages in force for regular officers and will be entitled to free medical attendance as described in the Regulations for the Medical Z.-7783-D.M.S.

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Services of the Army in India which provide for:—

(*a*) the professional advice and care, during sickness or injury, afforded by the appointed medical attendant who may call in for consultation (which shall be free of all charge) any medical officer paid by government who may happen to be in the same station at the time. The rules governing movements of specialist medical officers called in for attendance or for consultation are contained in Passage Regulations, India.

(*b*) the supply of such authorised medicines and appliances as may be considered necessary and are available from a military hospital or dispensary, if ordered by an authorized medical attendant in military employ for his *locum tenens*.

(*c*) the supply in hospital of such medical comforts as are authorized and are considered necessary by the medical attendant.

This concession cannot be claimed as a right and is only admissible if accommodation and staff necessary are available.

56. Married officers and officers designate of the Army in India Reserve of Officers when attached to a regular unit for training will be entitled to medical attendance, in India, and Burma for themselves and for their families, if accompanying them under the same conditions as officers of the regular army.

When called to army service in time of war or other emergency their families will be on the same footing in this respect as those of regular officers.

XVI.—Administration and correspondence.

57. The commander of a district or independent brigade is responsible for the local administration of all officers and officers designate of the Army in India Reserve of Officers resident within his area. He is responsible for maintaining touch with them and keeping them acquainted with any changes in regulations which affect them.

He will depute an administrative staff officer of the formation who will be placed in charge of all members of the Army in India Reserve of Officers resident in the area. This officer will get into and maintain touch with all officers of the Army in India Reserve of Officers who will communicate direct with him, officially, on questions affecting their position as members of the Army in India Reserve of Officers, and he will, therefore, be the channel through which the Army in India Reserve of Officers will gain touch with the military authorities.

B.-784 (A.G.-2) The administrative staff officers of the Madras district will perform these duties for officers of the reserve resident in Ceylon.

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Officers designate of the Army in India Reserve of Officers will communicate with the district or independent brigade headquarters through their Auxiliary Force commanding officer.

Correspondence will be addressed :—

Headquarters.

..... District

Independent Brigade.

.....

.....Station.

The locations of the Headquarters of districts and independent brigades are as follows :— A.-46534 (A. G.-2).

Northern Command—

Peshawar District, Peshawar.

Kohat District, Kohat.

Rawalpindi District, Rawalpindi.

Lahore District, Lahore.

Waziristan District, Dera Ismail Khan.

Southern Command—

Deccan District, Secunderabad (Bolarum).

Central Provinces District, Mhow.

Bombay District, Bombay.

Madras District, Bangalore.

Poona Independent Brigade Area, Poona.

Eastern Command—

Meerut District, Meerut.

Lucknow District, Lucknow.

Presidency and Assam District, Calcutta.

Delhi Independent Brigade Area, Delhi.

Western Command—

Baluchistan District, Quetta.

Sind Independent Brigade Area, Karachi.

Zhob Independent Brigade Area, Loralai.

Burma Independent District, Maymyo.

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58. Every officer and officer designate will report his address, through the headquarters of the district or independent brigade to the Military Secretary, Army Headquarters, in January each year. Any subsequent change of permanent address will be similarly notified. When officers and officers-designate of the Army in India Reserve of Officers change their permanent address from within the boundaries of one district or independent brigade area to within those of another they will come under the orders of the commander of the district or independent brigade area in which they establish their new residence and their personal files will be transferred accordingly.

B-3778 (A. G.-2.)

If no report is received for a year the officer will be liable to be treated as non-effective and to have his name removed from the list.

Officers and officers designate going on leave out of India, Burma or Ceylon will notify the Military secretary at Army head quarters, through the prescribed channels, of their intention to do so, giving details of the period of absence together with a certificate to the effect that it is their intention to return to India, Burma or Ceylon at the termination thereof.

B.-6151 (A.G.-2).

XVII.—Examinations in Urdu.

59. Officers and officers designate of British units are eligible to sit for the British service officers' Urdu test whilst those of Indian units are eligible to sit for the Urdu qualifying examination. The tuition grant to a successful candidate for the former is Rs. 100, and for the latter Rs. 150.

24391 G. S. M. T. Languages.)

For the purposes of these regulations, the following will be considered as British units :—

Category (See Section 1)	Nature.
1	Staffs.
2	British cavalry and tank corps.
3	Light artillery.
6	British infantry.
11	R. A. M. C.

For syllabus and other regulations concerning these examinations see Appendix " H ".

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APPENDIX A.

I. A. F. Y.-1952.

Application for appointment to the Army in India Reserve of Officers.

The candidate should furnish the following particulars :—

1. Name in full (Christian names, surname, where applicable), (to be given in block capitals).	
2. Date of birth	
3. *Whether married (if married, the number of children should be given).	
4. Particulars of parentage . . .	
5. *Name, occupation and address of next-of-kin.	
6. Whether a British born or naturalized British subject.	
7. Place and standard of education. (State examinations passed.)	
8. *Permanent address . . .	
9. *Present address for correspondence	
10. Present occupation . . .	
11. Particulars of service (if any) in any Government Department (Home, Indian or Colonial), with dates of each rank held.	
12. †(*a*) Previous military experience (if any). (*b*) Whether previously rejected for military service. If so, give reasons.	
13. *Whether able to ride . . .	
14. *Linguistic qualifications (Oriental and European), stating degree of proficiency in each. Special knowledge of any tribes or class in India.	

*NOTE.—Officers referred to in paragraph 5, last sub-paragraph, of the "Regulations for the Army in India Reserve of Officers" need only complete these items with the particulars necessary, other items being left blank.

†Periods of service in the ranks, if any, should be stated.

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15. *(a) Whether a member of the Auxiliary Force, India, or of any other armed force of the Crown.

*(b) Categories of Army in India Reserve of Officers, in order of preference in which desirous of serving with special or technical qualifications, if any.

1. Staffs†
2. Cavalry and Tank Corps
2(a) Remounts
3. Artillery
4. Engineers
5. Signals
6. Infantry
7. Miscellaneous Duties §
8. I. A. S. C.||
9. Indian Army Ordnance Corps¶
10. Ordnance Factories and Inspection.
11. Medical**
11(a). Dental***
12. Veterinary
13. Railways‡

NOTE. The applicant may state any particular sub-division or branch of the category selected in which he desires to serve, and may indicate the units for which he has preference.

*See note on the preceding page.

†Includes movement control staffs (railway transport and embarkation).

‡ For railway employees only.

§Includes labour units, rest camps and other miscellaneous establishments.

||Includes supply duties, animal transport and mechanical transport.

¶Includes duties in arsenals, ordnance and clothing depots.

**Medical qualifications and date of registration under the medical Acts must be stated, and applications should be accompanied by certificates as to the nature of the medical degrees obtained.

***Dental qualifications and date of registration under the dental Acts must be stated, and applicatons should be accompanied by certificates as to the nature of dental degrees obtained.

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16. *Order of preference of units . . NOTE.—No guarantee is made by the military authorities, but every effort will be made to meet the wishes of officers in this respect as far as military exigencies permit.	
17. *Time interval from the gazette notification calling the reserve to army service, within which the applicant will guarantee to place himself at the disposal of the military authorities. NOTE.—This time interval is regarded as the basis of the contract between the applicant and the military authorities. It is essential that it be adhered to.	(*i*) Within 7 days. (*ii*) between 7 and 30 days. (*iii*) between 30 and 60 days.

18. *I request that I may be appointed to the Army in India Reserve of Officers as an $\frac{\text{officer}}{\text{officer designate.}}$

Date Usual signature of candidate.

Remarks of Auxiliary Force Unit Commander (if applicable, i.e., for officers designate only).

Certificate to be signed by the employer (or other competent authority) under whom the applicant is employed.

I concur in this application of and agree to his admission to the Army in India Reserve of Officers.

Place Signature.

Date Description.

Medical certificate required by applicant for appointment to the Army in India Reserve of Officers.

I have examined Mr. and hereby certify that he is $\frac{\text{fit for active service}}{\text{fit for service on the Lines of Communication.}}$ unfit*.

*See note on page 613.

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His eyesight is :—

Eye.	Distant vision.		Near vision.		Colour vision.	Remarks.
	Without glasses.	*With glasses.	Without glasses.	With glasses.		
Right eye .						
Left eye .						

Height. Weight.

Chest measurements. **Minimum.** **Maximum.**

Station. Signature.

Date †Medical Officer.

***The applicant** must sign the following declaration before a Magistrate a District or Independent Brigade Commander or an Officer specially authorised by him in this behalf.*

I, the undersigned, hereby promise and declare that I will serve His Majesty the King Emperor of India, his heirs and successors, as an officer / officer designate of the Army in India Reserve of Officers, so long as my services may be required or until my resignation is accepted and if I am in army service, notified in the *Gazette of India*, that I will serve in any part of India or in any other place in which any portion of His Majesty's Indian forces may be serving and in any branch or department of the service to which I may be appointed.

Signed this day of 19 .

Witness

Recommendation of district or independent brigade commander.

Place Signature.

Date Commanding

Forwarded and recommended.

Date Signature.

Place General Officer Commanding-in-Chief, Command.

*Not required when eyesight is " normal " without glasses.
†Should be a commissioned medical officer.

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APPENDIX B.

(1) *List of Articles of Kit to be maintained by officers and officers designate of the Army in India Reserve.*

Boots ankle	Prs.	2	(1 pr. field boots and 1 pr. ankle boots for mounted officers.)
Breeches, khaki, cord or drill, laced at the knee.	Pr.	1	
Cap, forage		1	
Great coat or Coat, warm . . .		1	
Helmet, khaki		1	
Haversack		1	
Jackets, drill, khaki		2	
Gaiters or puttles	Pr	1	
Sword Belt, " Sam Browne " . . .			
Spurs	Pr	1	
Shirts, khaki		4	
Collars, khaki		6	
Khaki Tie		1	
Khaki socks	Prs.	4	
Trousers, drill, khaki		1	
Waterbottle		1	
Whistle		1	

NOTE.—Such quantities of these articles, or materials for their manufacture, as may be required for the maintenance of the authorised scale can be obtained from the Indian Army Ordnance Corps on payment indents countersigned by the individual's commanding officer, who in the case of staff officers, will be the general officer commanding the district or independent brigade, and in the case of miscellaneous duties and departmental officers, the local head of the department or corps. 67762 (Q.M.G.-12).

(2) *List of Articles to be issued, on loan, to Army in India Reserve of Officers, if called to Army Service.*

Service revolver with pistol case, two ammunition pouches, lanyard, cleaning rod and protector hammer (*a*).

Prismatic binoculars.

Liquid prismatic compass.

(*a*) Those destined for active duties with fighting units will receive a revolver on loan when called to army service. Others will not ordinarily receive a revolver, but issue on loan may be authorised to such officers when serving in an area of active operations, provided that the G.O. C. determines such issue to be necessary. 4553-12049 (M.G.O.-10).

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APPENDIX C.

Officers and officers designate of categories (1), (2), (3), (6) and (7).

Ranks.	A.—Unmarried officers.			B.—Married officers.				Remarks.
	Pay of rank.	Unmarried rate of lodging allowance.	Total.	Pay of rank.	Married rate of lodging allowance.	Marriage allowance.	Total.	
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	
Lieutenant-Colonel .	1,225	75	1,300	1,225	150	75	1,450	Command pay is not admissible during attachment for training in peace.
Major after 5 years' service as such.	1,035	55	1,090	1,035	110	90	1,235	
Major . . .	915	50	965	915	100	90	1,105	
Captain after 15 years' service.	765	45	810	765	90	100	955	
Captain after 10 years' service.	655	35	690	655	70	100	825	
Captain . . .	625	35	660	625	70	100	795	
Lieutenant after 7 years' service.	505	25	530	505	50	65	620	
Lieutenant . .	435	25	460	435	45	65	545	
2nd-Lieutenant .	385	20	405	385	40	65	490	

Officers and officers designate of the above categories if attached to Indian units or if ordered to undergo training in staff or miscellaneous duties will, in addition, draw Indian Army Allowance at the rates laid down for Officers of category (4). (See table overleaf).

Officers of category 1, when in army service, will draw the pay of their appointments.

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Officers and officers designate of categories (4) and (5).

Ranks.	A.—Unmarried officers.					B.—Married officers.						Remarks.
	Pay of rank.	I. A. allowance.	Engineer pay.	Unmarried rate of lodging allowance.	Total.	Pay of rank.	I. A. allowance.	Engineer pay.	Married rate of lodging allowance.	Marriage allowance.	Total.	
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	
Lieutenant-Colonel	1,225	200	160	75	1,660	1,225	200	160	150	75	1,810	Command pay is not admissible during attachment for training in peace.
Major after 5 years' service	1,035	200	115	55	1,405	1,035	200	115	110	90	1,550	
Major	915	200	115	50	1,280	915	200	115	100	90	1,420	
Captain after 15 years' service	765	150	70	45	1,030	765	150	70	90	100	1,175	
Captain after 10 years' service	655	100	70	35	860	655	100	70	70	100	995	
Captain	625	100	70	35	830	625	100	70	70	100	965	
Lieutenant after 7 years' service	505	100	45	25	675	505	100	45	50	65	765	
Lieutenant	435	75	45	25	580	435	75	45	45	65	665	
2nd-Lieutenant	385	75	45	20	525	385	75	45	40	65	610	

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Officers and officers designate of categories (8), (9) and (10) (except the Engineer Branch).

Ranks.	A.—Unmarried officers.					B.—Married officers.						Remarks.
	Pay of rank.	I. A. allowance.	Departmental Corps pay, India.	Unmarried rate of lodging allowance.	Total.	Pay of rank.	I. A. allowance.	Departmental Corps pay, India.	Married rate of lodging allowance.	Marriage allowance.	Total.	
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	
Colonel or Lieutenant-Colonel . .	1,225	200	300	75	1,800	1,225	200	300	150	75	1,950	Command pay is not admissible during attachment for training in peace.
Major after 5 years' service as such .	1,035	200	250	55	1,540	1,035	200	250	110	90	1,685	
Major	915	200	200	50	1,365	915	200	200	100	90	1,505	
Captain after 15 years' service . .	765	150	150	45	1,110	765	150	150	90	100	1,255	
Captain after 10 years' service . .	655	100	150	35	940	655	100	150	70	100	1,075	
Captain	625	100	125	35	885	625	100	125	70	100	1,020	
Lieutenant after 7 years' service .	505	100	125	25	755	505	100	125	50	65	845	
Lieutenant	435	75	100	25	635	435	75	100	45	65	720	
2nd-Lieutenant	385	75	100	20	580	385	75	100	40	65	665	

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Officers and officers designate of category (9) (Engineer Branch).

Appointments.	A.—Unmarried officers.				B.—Married officers.				
	Pay of rank.	Departmental Corps pay, India.	Unmarried rate of lodging allowance.	Total.	Pay of rank.	Departmental Corps pay, India.	Married rate of lodging allowance.	Marriage allowance.	Total.
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
Ordnance Mechanical Engineer, 1st class.	1,225	300	75	1,600	1,225	300	150	75	1,750
O. M. E., 2nd class after 5 years' service as such.	1,035	250	55	1,340	1,035	250	110	90	1,485
O. M. E., 2nd class . .	915	200	50	1,165	915	200	100	90	1,305
O. M. E., 3rd class with 15 years' total service.	765	175	45	985	765	175	90	100	1,130
Ordnance Mechanical Engineer, 3rd Class, with 10 years' total service.	710	175	35	920	710	175	70	100	1,055
O. M. E., 3rd class . .	680	150	35	865	680	150	70	100	1,000
O. M. E., 4th Class with 7 years' total service.	575	150	25	750	575	150	50	65	840
O. M. E., 4th class . .	500	125	25	650	500	125	45	65	735

A.-39998 (A. G.-10).

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Officers and officers designate of category (11).

(I. M. S. Rates.)

Rank.	Service in rank.	Basic Pay.	Overseas Pay Drawn in rupees.	Year of total service.
		Rs.	Rs.	
Lieutenant	..	500	150	1
			150	2
			150	3
Captain	(i) During first 3 years' service as Captain.	650	150	4
			150	5
			150	6
	(ii) With more than 3 and less than 6 years' service as Captain.	750	250	7
			250	8
			250	9
	(iii) With more than 6 years' service as Captain.	850	250	10
			250	11
			300	12 and over
Major	(i) During first 3 years' service as Major.	950	300	
			300	
			300	
	(ii) With more than 3 and less than 6 years' service as Major.	1,100	300	
			300	
			300	
	(iii) With more than 6 years' service as Major.	1,250	300	
			300	
			300	
Lieutenant-Colonel	(i) Until completion of 23 years' total service.	1,500	300	
			300	
			300	
	(ii) During 24th and 25th years' service.	1,600	300	
			300	
			300	
	(iii) After completion of 25 years' total service.	1,700	300	
			300	
			300	
	(iv) When selected for increased pay.	1,850	300	
			300	
			300	

N.B.—Until the completion of 23 years' total service basic pay is regulated according to rank and service in rank (columns 1 and 2) which owing to the system of accelerated promotion, may be in advance of the time-scale of promotion. Overseas pay is regulated solely with reference to length of total service (column 5).

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APPENDIX D,

1. ***Scales of travelling allowance*—**

(a) Temporary duty . 1 and 3-5th first class rail fare less value of form ' E.' Eight annas a mile by road. This is basic rate and subject to increase in certain localities. The actual rate should be ascertained from the C. M. A. of the District.

(b) Permanent duty . (*a*) Three first class fares for self less value of form ' E .'

One extra fare for each adult member of his family who accompanies him and for whom full fare is actually paid, and one-half fare for each child for whom such fare is actually paid.

(*b*) Actual cost of transporting by goods train or other craft personal effects up to a maximum of 40 maunds if travelling alone and 60 maunds if accompanied by family. When the family travels independently 20 maunds.

(*c*) Actual cost of transporting at owners' risk by rail or other craft of one charger and a carriage or motor car or motor cycle, provided that

(i) the distance travelled exceeds 80 miles.

(ii) the individual is travelling to join a post in which the possession of a conveyance or horse is advantageous from the point of view of his efficiency, and

(iii) conveyances or horses are actually carried by rail, steamer or other craft;

(*d*) (*c*) requires the previous sanction of the G. O. C.-in-C. the Command or a District or Independent Brigade Commander.

Movements with bodies of troops and to or from Field Service.—Railway Warrants (I. A. F. T-1707) will be issued in connection with all movements with bodies of troops and to or from field service. Daily allowance at the rate authorised for regular officers will be admissible during the period of the journey.

2. Form ' E ' certificate must be issued in all cases where travelling allowance is drawn. This will enable the officer to travel 1st class on payment of 2nd class fare. But the amount of travelling allowance admissible under paragraph 1 above will be reduced by the difference between a first and second class fare.

NOTE 1.—If personal effects are carried by passenger train instead of by goods train, an officer may draw the actual cost of carriage up to a limit of the amount which would have been admissible had he taken the maximum number of maunds by goods train.

NOTE 2.—In the case of a motor car, the cost of transporting a chauffeur or cleaner, and for each horse the cost of transporting one syce may be drawn.

NOTE 3.—The term " motor cycle " includes a " side car."

NOTE 4.—*Definitions.*—" Temporary duty " means absence from permanent statio t exceeding three months—, and all inspection duty.

" Permanent duty " means duty (other than inspection duty, or courses of instruction the duration of which does not exceed 90 days) involving an absence of more than three months from the permanent station of the officer concerned.

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APPENDIX E.

Qualifications for promotion, A. I. R. O.

(1) *2nd-Lieutenant to lieutenant.*—There will be no examination but the officer must receive satisfactory reports from three senior officers to be detailed by the G. O. C. district or independent brigade. In the case of officers designate one of these officers must be an officer of the Auxiliary Force and one a regular officer.

The reporting officers will record their opinions, independently, as to whether the officer is fit for promotion and whether his retention in the A. I. R. O. is in the interests of the service.

(2) *Lieutenant to Captain.*—The examination which will be entirely practical will be carried out by a board, detailed as in paragraph (1) above, and will consist of—

(*a*) Questions on :—

(i) The organisation and administration of a typical unit of the candidate's arm or branch.

(ii) General military organization in so far as it directly affects the candidate's category of the reserve.

(*b*) Practical work to show the candidate's capacity to instruct men in drill, manœuvre and the use of weapons and equipment.

(*c*) A tactical exercise involving the handling of a company or analogous unit.

In those categories of the A. I. R. O. to which the above is not applicable, the scope of the test will be varied under the orders of the G. O. C. district or independent brigade to suit the special requirements of the case.

(3) *Captain to major.*—As for paragraph (2) above, but the standard demanded will be proportionately higher and in sub-paragraph (*c*) the size of the unit may be increased at the discretion of the board.

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APPENDIX F.

***Part time** employment of officers of the Army in India Reserve of Officers.*

(1) Officers of the Army in India Reserve of Officers, possessing the necessary commercial connections or other appropriate qualifications, and willing to undertake the work, may be employed on part time military duty on behalf of general officers commanding-in-chief, commands, and the general officer commanding, Burma district. This duty will consist of formulating schemes for the provision of personnel required on mobilization in accordance with requirements notified to the selected officers by a command headquarters or by the Burma district headquarters. A.-37570 (A. G.-2).

Such schemes will indicate the sources of supply from which the various categories are likely to be obtainable on mobilization and the measures required on mobilization to make the schemes operative.

(2) Part time duty of the nature indicated above, carried out intermittently throughout the year will, to such extent as may be assessed by the general officer commanding-in-chief command, or the general officer commanding the Burma district, be reckoned as the equivalent of a period of continuous military training carried out under the regulations in force at the time for the Army in India Reserve of Officers, and will entitle the officer concerned to the emoluments admissible under the Regulations for the Army in India Reserve of Officers for such a period of training. If the period as assessed is less than the maximum period of training admissible, actual military training may be carried out if required for the remainder of the maximum period.

(3) The authority for the issue of emoluments for such work will be a command or Burma district order in the following terms :—

> "Captain , Army in India Reserve of Officers, performed part time military duty during the financial year 19 -19 , equivalent to a period of days training with regular troops. He is entitled under Army Department letter No. A.-35528-1 (A. G.-2), dated 13th March 1926, to the emoluments admissible in respect of such a period of training."

(4) The period of such employment as assessed under clause (2) preceding may not exceed the total period of training admissible under the regulations in force at the time for the Army in India Reserve of Officers.

(5) Officers of the Army in India Reserve of Officers so employed may be borne on any list or category of the Army in India Reserve of Officers.

(6) The number of officers of the Army in India Reserve of Officers to be employed under the terms of this Appendix shall not exceed six per command and two in the Burma district.

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APPENDIX G.

Category 12—Veterinary.

1. Applicants must be in possession of the diploma M. R. C. V. S.

2. Candidates will require to be approved by the Director of veterinary services in India at Army headquarters before acceptance.

3. On first appointment, officers will be given commissions in the rank of lieutenant or such higher rank to which they may be entitled by virtue of previous service under the conditions set forth in paragraphs 7 and 8 of these regulations.

4. Provided that they are qualified and recommended officers will receive promotion on the following time scales :—

To captain	. 3½ years' service.
To major	. 12 years' service.
To lieut.-colonel	. By special selection.

These scales will be modified so as to conform to the time scales authorised for officers of the R. A. V. C. whenever these scales are varied.

5. When called to army service by Gazette Notification and when called up for training officers of the reserve will receive pay and allowances admissible to regular officers of the same status and rank in the R. A. V. C.

6. The age limit will be 55 years.

7. *Training.*—16 days every second year.

8. *Qualifications for promotion.*—

(*i*) *Lieutenant to captain.*—No examination, but the officer must receive satisfactory reports from the D. D. V. S./A. D. V. S. Command and D. A. D. V. S. District in which he has done his training.

(*ii*) *Captain to major.*—An examination entirely practical in—

(*a*) Army veterinary organization and administration.

(*b*) General military organization in so far as it affects army veterinary services.

(*c*) Epizoology and the management of epizootics in peace and war.

The examining board will be convened under the orders of the D. V. S. in India.

(*iii*) *Major to lieut.-colonel.*—No examination. By selection. Reports will be submitted by D. D. V. S. commands and D. A. D. V. S. districts after each period of training.

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APPENDIX H.

Syllabus and other regulations for examinations in Urdu.

(i) The B. S. Os. Urdu Tests as follows :—

PART I.—ORAL. (TIME—2 TO 5 P.M.)

(*a*) Translation into Urdu of sentences read out by one of the examiners. Marks—50. Pass marks 35.

(*b*) Translation of Urdu sentences read out by the Indian attending the board. Marks 30. Pass marks 23.

(*c*) Conversation on two given subejcts. Marks—20. Pass marks 15.

PART II.—WRITTEN—IN ROMAN URDU. (TIME—9 TO 11 A.M.)

(*a*) Translation into Urdu of sentences and a signal message. Marks—100. Pass marks 70.

(*b*) Translation from Roman Urdu of sentences and a signal message. Marks—100. Pass marks 80.

The examination of a candidate who fails in any of the oral subjects will not be proceeded with. A candidate who passes in the oral and fails in the written test will be re-examined in the latter test only.

(ii) The Urdu Qualifying examination is as follows :—

SYLLABUS.

PART I.—ORAL. (100 MARKS.) (TIME—9 A.M. TO 1 P.M.)

Object.	*Syllabus.*
(1) To make a candidate read the drill book of his arm in Roman Urdu and to test a candidate's ability to instruct his men and give clear instructions to his subordinates in action.	(1) To explain in Urdu the detail of (*a*) an exercise in small arms training, physical training or drill (according to the candidate's arm of the service) and (*b*) a minor tactical operation (troop, platoon, etc.) (20 marks.)
(2) To see that a candidate can construct his sentences correctly, and in order that he may acquire the vocabulary necessary for fire direction and control and for giving tactical orders in the field.	(2) To translate into Urdu short sentences designed to introduce rules of grammar and the construction of sentences. Sentences to be connected with the description of ground, objects of a landscape, and minor tactics. (30 marks.)

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(3) To test a candidate's ability to supervise the interior economy and discipline of his command.	(3) To speak to an Indian officer on a matter connected with the interior economy of his unit (including rations, cooking, forage, animal management and stable duties), health, sanitation, pay, discipline, clothing equipment, barrack furniture and utensils. To interpret what an Indian officer says on one of the above matters. (25 marks.)
(4) To help a candidate to acquire the necessary vocabulary and knowledge to understand the home life and difficulties of his men and be in sympathy with them. To encourage him to visit the recruiting districts of his unit.	(4) To speak to a sepoy on a matter connected with his family, land, crops, methods of agriculture, marketing, village life, the organisation of the civil administration of his village, tahsil and district, and questions connected with land and irrigation. To interpret what a sepoy says on one of the above matters. (25 marks.)

PART II.—WRITTEN. (100 MARKS.) (TIME 2 TO 5 P.M.)

Object.	*Syllabus.*
(1) To make a candidate read a Roman Urdu book thus acquiring a vocabulary and learning the construction of sentences.	(1) To translate from Roman Urdu into English a passage from a current Training Manual. (20 marks.)
(2) To enable a candidate to see that regimental orders are correctly translated and promulgated.	(2) To translate extracts from English into Roman Urdu of regimental orders connected with courts martial, charges and sentences, summary punishments, enrolment, discharge, transfer and pay, etc. (30 marks.)
(3) To test a candidate's knowledge of the language for the purpose of writing messages and orders in the field. (Marks will *not* be deducted for tactical errors.)	(3) The candidate will be required to write :— (*a*) A signal message in Roman Urdu. (*b*) To translate orders for a battalion connected with a march, outposts, attack, defence or retirement. (30 marks.)

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Object.	*Syllabus.*
	(4) The candidate will be required to write an essay or to answer a letter in Roman Urdu on the subjects mentoined in Part I, items (3) and (4). (20 marks.)

(*a*) A candidate will be required to pass both parts of the examination. A candidate is required to obtain 60 per cent. marks in each part. The examination of the candidate who fails to pass in Part I will not be proceeded with.

A candidate who fails in Part I, will be required to present himself for re-examination in Parts I and II. A candidate who fails in Part II only will not be re-examined in Part I.

(*b*) The examining board will certify that they consider or do not consider a candidate has sufficient knowledge of the language to command a squadron, battery, or company or equivalent unit, in action and in barracks, to take independent command of a detachment, and to instruct his men in the detail of their work.

(*c*) Candidates will be required to give their answers without undue delay. They must speak at ordinary conversational speed with proper pronunciation and intonation.

(*d*) In no case will marks be deducted for lack of purely tactical knowledge. Spelling will be in accordance with the official rules for the transliteration of Urdu and English into Roman Urdu, for the army in India, 1926 (price 0-1-0, obtainable from the Manager, Government of India Central Publication Branch, Calcutta), which must be strictly adhered to.

(*iii*) Both these examinations are held concurrently on the first Monday in January, April, July and October at stations selected by the general officers commanding districts. Candidates will apply in writing to districts one month previous to the Examination.

(*iv*) No text books are prescribed for these examinations. The following books are recommended for study :—

1. Abdul Hakim's Modern Colloquial Hindustani,* price Rs. 3-8.
2. Roman Urdu Ridar* Nos. 1 and 2.
3. Phillott's Hindustani Manual*, price Rs. 4-8.
4. The Munshi* by A. Khan Haidari, price Rs. 5.
5. Roman Urdu Training Manuals.*
6. Conversational Exercises* with its English Translation by Aziz-ur-Rahman, Garrison Munshi, the Fort, Delhi, price Rs. 6.

* Obtainable from Principal Booksellers, Calcutta.

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(*v*) No one will be eligible to sit for examination in a language which is his mother tongue ; or is the school language, or is well known to the educated classes of the district or province in which he was born or educated ; or which is not so foreign to him as to render its acquisition a matter of difficulty.

(*vi*) India Army Orders publishing names of successful candidates are the sole authority for the payment of rewards by the C. M. A. concerned.

(*vii*) Previous question papers in loose sets or in book form are obtainable from the Manager, Government of India Central Publication Branch, Calcutta.

24391 (G.S.M.T. Languages).

(*viii*) A list of qualified teachers can be had on application to the Secretary, Board of Examiners, Army Headquarters.

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APPENDIX I.

Category 13.—Railways.

1. Gazetted officers of state-worked railways and officers of similar status of company-worked railways may be registered as "officers designate", subject to the approval of the Railway Dept. (Railway Board). A.-41070 (A. G.-3).

2. Applications for appointment as "officers designate" in Category 13 will be submitted to the Military secretary, Army headquarters, through the agent of the railway concerned and the Railway Deptt. (Railway Board). It is not necessary to forward these applications through the district or army commanders as laid down in paras. 12, 13 and 14 of Appendix XXX of these Regulations. The medical examination will be arranged through the nearest district or independent brigade commander.

3. Officers to be registered as "officers designate" for Category 13 need not necessarily be members of the Auxiliary Force, India.

4. Such officers designate as may be required will be called up on mobilization, with the concurrence of the Railway Deptt. (Railway Board), for service with railway technical units.

5. Their appointment to commissions in the A. I. R. O. will be made by the Military secretary, A. H. Qrs., on the recommendations of the Railway Deptt. (Railway Board), and will be governed by the provisions af para. 6 (*b*) of Appendix XXX of these Regulations. The date of registration of officers of Category 13 will have no effect on the substantive rank to which these officers will be gazetted on being called to army service.

6. Regulations for the Army in India Reserve of Officers will apply to them except as varied or supplemented by this Appendix.

7. They will not receive a retaining fee nor will they be called up for military training during peace time.

8. They will not be required to maintain in peace time the articles of kit enumerated in Appendix B (1) of Appendix XXX of these regulations.

9. They will be entitled to outfit allowance of Rs. 400 on being called to service as officers of the Army in India Reserve of Officers.

10. The ranks and conditions of service of these officers when called to service will be as agreed upon by the Army Department and the Railway Deptt. (Railway Board), and the necessary government orders will be issued separately.

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APPENDIX XXXI.

List of persons subject to the Indian Army Act who are enrolled and attested or enrolled only as—

(i) Combatants.

(ii) Non-Combatants.

(iii) Followers, Class I.

NOTE.—Class II Followers are not enrolled.

To be enrolled and attested.		To be enrolled only.	
Combatants.	Non-Combatants.	Non-Combatants.	Followers, Class I.
	Indian Cavalry.		
1. Indian Officers			Saddlers.
2. Regimental Dafadar Major			Bootmakers.
3. Regimental Q. M. Dafadar			Tailors.
4. Squadron Dafadar Major			Cooks.
5. Squadron Q. M. Dafadar			Water carrier
6. Trumpet Major			Sweepers.
7. Farrier-Major			
8. Dafadars			
9. Lance Dafadars			
10. Sowars and all ranking as such.			
11. Reservists			
	Royal Artillery.		
1. Indian Officers			Carpenters.
2. Havildar Major			Blacksmiths.
3. Q. M. Havildar.			Saddlers.
Trumpet Major			Bootmakers.
5. Havildars			Tailors.
6. Naicks			Water carriers.
7. Gunners and Drivers (including mechanics of Medium Artillery) and all ranking as such.			Cooks. Sweepers.
8. Artificers			
9. Reservists			

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To be enrolled and attested.		To be enrolled only.	
Combatants.	Non-Combatants.	Non-Combatants.	Followers, Class 1.
	Sappers and Miners.		
1. Indian Officers . .			Cooks.
2. Corps Havildar Major .			Water carriers.
3. Corps Q. M. Havildar .			Grooms
4. Troop or Company Havildar Major.			Sweepers.
5. Troop or Company Q. M. Havildar.			
6. Corps Bugle Major . .			
7. Havildars . . .			
8. Naicks . . .			
9. Sappers and all ranking as such.			
10. Reservists .			
	Indian Signal Corps.		
1. Indian Officers . .			Shoemakers.
2. Depot Havildar Major .			Tailors.
3. Depot Q. M. Havildar .			Grooms.
4. Troop or Company Havildar Major.			Cooks.
5. Troop or Company Q. M. Havildar.			Water carriers.
6. Trumpet Major .			Sweepers.
7. Havildars . . .			
8 Naicks . . .			
9. Signalmen, and all ranking as such.			
10. Reservists . . .			
	Indian Infantry and Pioneers.		
1. Indian Officers . .			Cooks.
2. Bn. Havildar Major . .			Water carriers.
3. Bn. Q. M. Havildar . .			Sweepers.
4. Coy. Havildar Major .			
5. Coy. Q. M. Havildar . .			
6. Bugle Drum or fife Major .			
7 Havildars . . .			

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To be enrolled and attested.		To be enrolled only.	
Combatants.	Non-Combatants.	Non-Combatants.	Followers, Class 1.
Indian Infantry and Pioneers—contd.			
8. Naicks			
9. Riflemen, Sepoy and all ranking as such.			
10. Reservists . . .			
Indian Personnel of British Cavalry and Infantry Units.			
1. Indian Officers . .			Saddlers.
2. Havildars . . .			Shoemakers.
3. Naicks			Tailors.
4. Sepoys and all ranking as such.			Cooks.
			Water carriers.
			Sweepers.
Clerical Establishment.			
Recruiting Staff.			
1. Indian Officers . .		Indian Corps of Clerks (Indian Wing).	
2. Havildars . . .			
3. Naicks			
4. Lance Naicks . . .			
5. Sepoys			
Master General of Ordnance Services.			
1. Havildars 2. Naicks 3. Sepoys } of Proof and Experimental Establishment.			
4. Farriers employed under Chief Inspector of Stores and Clothing.			
5. Military Overseers of Military Farms Dept.			
INDIAN ARMY ORDNANCE CORPS.			
Employed in Arsenals, Ordnance and Clothing Depots.			
1. Indian Officers . . .			Armourers
2. Havildars			Blacksmiths.
3. Naicks			Braziers.

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To be enrolled and attested.		To be enrolled only.	
Combatants.	Non-Combatants.	Non-Combatants.	Followers; Class 1.
INDIAN ARMY ORDNANCE CORPS—*contd.*			
Employed in Arsenals, Ordnance and Clothing Depots—contd.			
			Browners.
			Bootmakers.
			Carpenters.
			Electricians.
			Engine Drivers.
			Fitters.
			Grinders.
			Hammermen.
			Leather Stitchers
			Machine gun Repairers.
			Moulders.
			Saddlers.
			Painters.
			Pistol Repairers.
			Polishers.
			Rifle Repairers.
			Rope workers or riggers.
			Sailmakers.
			Sawyers.
			Stokers.
			Tailors.
			Tinsmiths.
			Turners.
			Wheelers.
INDIAN ARMY SERVICE CORPS.			
Animal Transport.			*Animal Transport.*
1. Indian Officers.	of Mule and Camel Transport Companies Non-Silladar and Transport Depots.	1. Drivers of Camel Transport Coys. (Silladar).	Blacksmiths.
2. Q.M. & Troop Dafadars.		2. Bullock naiks and drivers.	*Artificers Mt. Coy.* Carpenters.
			Saddlers.
			Shoeingsmiths.

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To be enrolled and attested.		To be enrolled only.	
Combatants.	Non-Combatants.	Non-Combatants.	Followers, Class 1.
INDIAN ARMY SERVICE CORPS—*contd.*			
3. Naicks		Assistant Foremen.	Palan makers.
4. Drivers		Chargehands. .	Palantree makers.
1. Indian Officers of Camel Transport Companies (Silladar).			Hammermen.
		Fitters.	Bellowsboys.
		Wheelers.	Cooks.
2. Q. M. and Troop Dafadars.		Turners.	Water carriers.
			Sweepers.
3. Naiks		Tin and Coppersmiths.	Grooms.
Mechanical Transport.			*Mechanical Transport.*
			Cooks.
1. Indian Officers . . .		Blacksmiths.	Water carriers.
2. Coy. Havildar Majors . .		Upholsterers.	Sweepers.
3. Coy. Q. M. Havildars . .		Painters.	Cleaners.
4. Havildars		Electricians.	*Supply services in Waziristan District only.*
5. Naiks		Pattern makers.	
6. Drivers (including reservists)		Hammermen.	Tinsmiths.
		Bellows boys.	Carpenters.
		Vulcanists.	Coopers.
		Engine Drivers.	Paulin makers.
		Machinists.	Packers.
		Technical Draughtsmen.	Weighmen.
			Lascars.
		Springsmiths.	Head Messengers.
		Frameplaters	Messengers.
			Water carriers.
		Acetylene Welders.	Sweepers.
		Moulders.	Head Bakers.
		Artificer Reservists.	Mate Bakers.
			Kneaders.
			Head Butchers.
			Butchers.
			Head Herdsmen.
			Herdsmen.
			Washermen.

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To be enrolled and attested.		To be enrolled only.	
Combatants.	Non-Combatants.	Non-Combatants.	Followers, Class 1.
ARMY REMOUNT DEPARTMENT.			
1. Indian Officers . . .			
2. Dafadars			
3. Lance Dafadars . .			
4. Trumpeters . . .			
5. Sowers and all ranking as such.			
6. Nalbands			
INDIAN ARMY VETERINARY CORPS.			
1. Veterinary Assistant Surgeons.			Cooks.
2. Q. M. Dafadars . . .			Water carriers.
3. Dafadars			Sweepers.
4. Naicks			Grooms (syces).
5. Privates			
6. Farriers			
7. Saddlers			
8. Sarwans			
INDIAN MEDICAL DEPARTMENT.			
	Sub-Assistant Surgeons.	Military Medical Pupils.	
INDIAN HOSPITAL CORPS.			
	All ranks (including reservists) of the I. H. C. except the General Section.		All ranks of the Indian Hospital Corps General Section.

N.B.—Indian Officers and Warrant Officers are not necessarily enrolled and attested, but are subject to Military Law by virtue of their positions as such—*vide* I. A. A Sections 2 (1) (*a*) and 7 (2) and (3).

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APPENDIX XXXII.

The following shows the correct military nomenclature, for certain tradesmen and followers, included in establishments of the Army in India, for use in official records and correspondence.

	Army Nomenclature.
Assistant blacksmith	Hammerman.
Bildar or sweeper	Sweeper.
Bhistie or Pakhali	Water carrier.
Chowkidar	Watchman.
Chuckler	Leather stitcher.
Cook	Cook for British ranks.
Cutter and trimmer	Tailor.
Dhobie	Washerman.
Duftry	Head messenger.
Fileman	Fitter.
Fireman	Stoker.
Forge assistant	Bellowsboy.
Kotwal	Inspector.
Langri	Cook for Indian ranks.
Markman or marker	Painter.
Mochi or shoemaker	Saddler, boot maker or leather stitcher.
Nalbund	Shoeingsmith.
Naik syce	Naik syce.
Peon	Messenger.
Sarwan	Camel driver.
Sewing machine examiner	Fitter.
Sikhligar	Grinder.
Smith	Blacksmith.
Syce	Syce.
Durzie	Tailor.

NOTE.—(i) The term "Assistant" tradesmen (except in the case of armourers) will not be used.

NOTE.—(ii) The term "Mistri" will not be used, but in cases where a number of tradesmen are in the charge of one man that person will be termed "Head", followed by the army nomenclature of the particular trade.

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(A.G.-2).

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APPENDIX XXXIII.

(Referred to in para. 116.)

Examination of Indian non-commissioned officers for promotion to commissioned rank.

1. Indian non-commissioned officers of cavalry, artillery, engineer, signal, infantry and pioneer units will not be considered for promotion to commissioned rank until they have proved their powers of leadership, and capacity for instructing, under the subject heads given in the following table.

2. The examination, which will be notified in unit orders, will be conducted by a board of officers under unit arrangements. The officer commanding the unit will be the president of the board. The board will record its opinion as to whether or not the candidates have passed the tests.

3. In the case of a 'direct commission' candidate, this examination must be passed before he can be recommended for permanent appointment at the end of his probationary service. 26693 (G.S.M.T.-2).

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SYLLABUS FOR THE EXAMINATION OF INDIAN N. C. OS. FOR PROMOTION TO COMMISSIONED RANK.

PART I.—PRACTICAL.

Subject.	Cavalry.	Artillery.				Sappers and Miners.	Signals.	Infantry.	Pioneers.
		Horse and Field.	Medium and Anti-aircraft.	Heavy.	Mountain.				
(a) Drill	Drill up to a squadron.	Foot drill of a section and driving drill of a battery.	Foot drill of a section and driving drill of a battery.	Foot drill of a section.	Foot drill of a section and manoeuvre of a battery.	Drill up to a company.	Drill up to a company.	Drill up to a company.	Drill up to a company.
(b) Map Reading (see note 5).	Map Reading.	Map Reading	Map Reading	Map Reading	Map Reading	Map Reading	Map Reading	Map Reading	Map Reading.
(c) Gunnery	..	..	..	Gun drill and use and care of instrument so far as they affect Indian ranks.	Gunnery including battery gun drill. Fire discipline.	..	..	..	..
(d) Tactical Exercise.	Scheme involving the handling of a troop and including the writing of messages and orders in Roman-Urdu.	..	..	..	Scheme involving the command of a section of a mountain battery and including the writing of messages and orders in Roman-Urdu.	Carrying out on the ground, a simple bridge, water supply scheme or equivalent engineer work, involving the handling of a section of the candidate's own unit and including the writing of messages and orders in Roman-Urdu.	Scheme involving the handling of a signal section and including the writing of messages and orders in Roman-Urdu.	Scheme involving the handling of a platoon and including the writing of messages and orders in Roman-Urdu.	Carrying out on the ground a pioneer work involving the tracing of trenches the preparation of a road trace, the laying of charges for demolitions or equivalent work; to involve the handling of not more than a platoon and including the writing of messages and orders in Roman-Urdu.

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PART I.—PRACTICAL—*contd.*

Subject.	Cavalry.	Artillery.				Sappers and Miners.	Signals.	Infantry.	Pioneers.
		Horse and Field.	Medium and Anti-Aircraft.	Heavy.	Mountain.				
(*e*) Equitation and stable management or Driving, care and maintenance of M. T.	Equitation and stable management and instruction in sword, and lance if so armed.	Alternative according to whether units H. D. or M.T.	Alternative according to whether units H.D. or M.T.	..	Equitation and stable management.	..	Alternative according to whether units H.D. or M.T.	..	..

PART II.—WRITTEN.

(To be answered in Roman-Urdu.)

(*f*) Discipline and Interior Economy. Administration duties to include questions of pay, messing and sanitation.	Duties dealt with in a troop.	Duties dealt with in a section and including the writing of routine orders or messages in Roman-Urdu.	Duties dealt with in a section and including the writing of routine orders or messages in Roman-Urdu.	Duties dealt with in a section and including the writing of routine orders or messages in Roman-Urdu.	Duties dealt with in a section.	Duties dealt with in platoon.	Duties dealt with in a platoon.	Duties dealt with in a platoon.	Duties dealt with in a platoon.

NOTE—

1. *Mountain Artillery units*, N. C. Os. in possession of a satisfactory certificate from the School of Artillery will be exempt from passing in Part I, sub-heads (*a*) and (*b*).
2. The syllabus for promotion in other technical arms will be as laid down in the Regulations applicable to such arms, or as published separately.
3. No N. C. O. of the Indian Signal Corps will be considered for promotion to commissioned rank unless he has successfully passed a "S" course.
4. A non-commissioned officer of an Indain Infantry unit requires to qualify in the rifle and light automatic at a Small Arms School before he can be considered for promotion to commissioned rank. A non-commissioned officer of an Indian cavalry or of a pioneer unit or of an Indian Platoon of British Infantary Battalions will be required to qualify in the rifle only.
5. Candidates in possession of the Indian Army First Class Certificate of Education, obtained in accordance with the provisions laid down in "Educational Training, Indian Army, 1925" (Appendix III, Chapter I) will be exempt from passing in Part I, sub-head (*b*).
6. Candidates of mounted units who have passed a qualifying course at an Equitation School will be exempt from passing in Part I, sub-head (*e*).
7. N. C. Os. of the clerical establishment of units will be required to pass an examination in the subjects laid down above before promotion to Jamadar (Head Clerk). In cases where clerical personnel are to be employed on clerical duties throughout their service they may be exempted from examination and also from qualifying in the rifle and light automatic at a Small Arms School.
8. This personnel will undergo a modified course of recruit's training at the discretion of the Commanding Officer and will fire the annual course of musketry for their branch of the service.

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APPENDIX XXXIV.

Conditions of service of officers of the—

(a) Royal Engineers (Indian Army).

(b) Indian Signal Corps (Special list).

(Referred to in the notes to paras. 113 and 114.)

(a) Royal Engineers (Indian Army).

A.-28698 (A. G.-7).

1. *General.*—This list consists of officers who were promoted from the ranks to commissions on the Royal Engineers Supplementary List and who subsequently accepted transfer to the Royal Engineers (Indian Army). No addition will be made to this list which will gradually disappear. They will continue to serve in India and will not be eligible for transfer to the British service.

2. *Pay.*—As laid down in Pay and Allowance Regulations for the Army in India.

3. *Promotion.*—(*a*) To receive the substantive rank of captain with seniority from the date they complete nine years' service, or from the date of their commission, if on that date they had completed nine years service or more. Half rank and all warrant service to count for the purposes of reckoning this service. (*b*) Promotion to captain to count for pay from 24th January 1922, or actual date, if later. (*c*) To receive substantive rank of major nine years from the date they receive the rank of captain. Promotion to the rank of Major will be contingent on officers passing the examination referred to in para. 4. (*d*) To receive the substantive rank of lieut.-colonel eight years after promotion to major.

4. *Examination for rank promotion.*—These officers will be required to pass in the following subjects to qualify for promotion to the rank of major, *vide* King's Regulations, Appendix X:—

Subject (*c*)	. . . .	Sub-heads (*c*) (*ii*).
Subject (*d*)	. . . .	Sub-heads (*d*) (*i*) and (*d*) (*v*).
Subject (*f*)	. . . .	Sub-heads (*f*) (*i*) and (*f*) (*ii*).

The conditions will be the same in all respects as laid down in the King's Regulations.

5. *Pensions.*—As laid down in Pension Regulations for the Army in India.

6. *Leave.*—To be eligible for leave under Indian Army Leave Rules.

7. *Dress.*—As laid down in Dress Regulations, India.

(b) Indian Signal Corps (Special List).

1. *General.*—This list consists of officers originally promoted from the ranks to commissions on the British service general list for employment extra-regimentally with the Indian signal corps and subsequently transferred to the Indian signal corps (Special List). No addition will be made to this list which will gradually disappear. They

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will continue to serve in India and will not be eligible for transfer to any other corps or department of the Indian army, or the British service.

2. *Pay and Allowances.*—As laid down in Pay and Allowance Regulations for the Army in India.

3. *Promotion.*—(*a*) To receive the substantive rank of captain with seniority from the date on which they complete nine years' service, or from the date of their commission, if on that date they had completed nine years' service or more. Half rank and all warrant service to count for the purposes of reckoning this service. (*b*) Promotion to captain to count for pay from the 12th February 1924, or from the actual date of promotion to that rank, if later. (*c*) To receive the substantive rank of major nine years from the date on which they attain the rank of Captain. Promotion to the rank of major will be contingent on officers passing such examinations as may be prescribed. (*d*) To receive the substantive rank of lieutenant-colonel eight years from the date on which they receive the rank of major.

4. *Pensions.*—As laid down in Pension Regulations for the Army in India.

5. *Leave.*—They will be eligible for leave under the leave rules for Indian army Officers.

6. *Dress.*—As laid down in Dress Regulations, India.

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APPENDIX XXXV.

Provision for the determination of Domicile.

(*Extracts from Government of India, Finance Department Resolution No. 1533-Ex., dated 5th July 1923.*)

F. A. M. F. No. 1257-P., 12-2-25.

1. A person can have only one domicile.

2. The domicile of origin of every person of legitimate birth is in the country in which at the time of his birth his father was domiciled, or, if he is a posthumous child, in the country in which his father was domiciled at the time of the father's death.

3. The domicile of origin prevails until a new domicile has been acquired, and a new domicile continues until the former domicile has been resumed or another has been acquired.

4. (1) A person acquires a new domicile by taking up his fixed habitation in a country which is not that of his domicile of origin.

(2) Any person may, if the law of any country so provides, and subject to any such provisions, acquire a domicile in that country by making, in accordance with the said provisions, a declaration of his desire to acquire such domicile.

Explanation 1.—A person is not to be considered as having taken his fixed habitation in a country merely by reason of his residing there in His Majesty's civil or military service or in the exercise of any profession or calling.

Explanation 2.—A person does not acquire a new domicile in any country merely by reason of residing as part of the family or as a servant of any ambassador, consul or other representative of the government of another country.

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APPENDIX XXXVI.

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APPENDIX XXXVII.

(Referred to in para. 651.)

Instructions for the disposal of Bills of Lading, tonnage accounts invoices and packing accounts in respect of military stores imported into India through the Director General, Indian Stores Department.

N.B.—The term "military stores" includes Military Engineer Service Stores and all stores debitable to army estimates.

"A" Bills of Lading.

Department and Port.	No. of copies.	To whom to be sent.	Remarks.
Calcutta.			
All military and marine stores.	1	The Agent for Government Consignments, Calcutta, up to 31st March 1927, after which date Embarkation Supply Officer (Stores and Shipping), Calcutta.	
Bombay.			
All military, marine and Royal air force stores.	1	The Accountant General, Bombay.	M. T. on separate form.
Madras.			
All military and marine stores.	1	The Agent for Government Consignments, Madras.	
Karachi.			
All military, marine and Royal air force stores.	1	The Embarkation Supply Officer, Kiamari, except M. E. S. stores and Marine stores. The District Controller of Stores, North Western Railway, Karachi, in the case of M. E. Services Stores. The Marine Transport Officer for Marine Stores.	
Rangoon.			
All military and marine stores.	1	Stores and Shipping Officer, Rangoon.	
Aden.			
All military and marine stores.	1	General Officer Commanding, Aden.	
Local shipment Bombay to Karachi.	1	The Officer in Charge R. A. F. Port Detachment, Kiamari, Karachi.	Original copy.

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"B" Tonnage Accounts.

Department and Port.	No. of copies.	To whom to be sent.	Remarks.
Calcutta.			
All military and marine stores.	1	The Agent for Government Consignments, Calcutta, up to 31st March 1927 after which date Embarkation Supply Officer (S. S.), Calcutta.	1st mail.
	1	The Auditor General, Delhi.	2nd mail.
	1	The Controller of Army Factory Accounts, Calcutta.	1st mail; in the case of consignments for Ordnance and Clothing Factories only.
Bombay.			
All military, marine and R. A. F. stores.	2	Accountant General, Bombay.	1 by each mail.
	1	The Controller of Army Factory Accounts, Calcutta.	By 1st mail; in case of consignments for Ordnance and Clothing Factories only.
	1	The Ordnance Officer, Bombay.	By 1st mail; in case of consignments for Arsenals, Ordnance and Clothing Depot only.
Madras.			
All military and marine stores.	2	The Agent for Government Consignments, Madras.	1 by each mail.
	1	The Controller of Army Factory Accounts, Calcutta.	By 1st mail; in case of consignments for Clothing Factories only.
Karachi.			
All military, marine and R. A. F. stores.	2	The Embarkation Supply Officer (S. and S.), Kiamari, except M. E. Service and Marine stores. The District Controller of Stores, North Western Railway, Karachi, in case of M. E. Services stores. The Marine Transport officer for marine stores.	1 by each mail.
	1	The Controller of Army Factory Accounts, Calcutta.	1st mail in case of consignments for Ordnance and Clothing Factories only.
Rangoon.			
All military and marine stores.	2	The Agent for Government consignments, Rangoon.	1 by each mail.

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"*B*" *Tonnage Accounts*—concld.

Department and Port.	No. of copies.	To whom to be sent.	Remarks.
Aden.			
All military and marine stores.	1	Officer in charge Supplies, Aden.	
	1	G. O. C., Aden.	
		"*C*" *Invoices.*	
Calcutta, Madras, Rangoon and Aden.			
Stores for arsenals, ordnance and clothing depots.	1	Director of Equipment and Ordnance Stores, Army Headquarters, Simla.	1 copy through the Agent for Government Consignments, Calcutta, up to 31st March 1927 after which date through the E. S. O. (S. S.), Calcutta, in the case of Calcutta; through the A. G. C., Mardas, in case of Madras; through the Store and Shipping officer, Rangoon, in the case of Rangoon; and through the G. O. C., Aden, in the case of Aden. For consignments to Madras one spare copy for A. G. C., Madras.
	1	Financial Adviser, Military Finance, Simla.	
	2	Controller of Military Accounts concerned.	
Stores for ordnance and clothing factories.	2	Controller of Army Factory Accounts, Calcutta.	
	1	Master General of the Ordnance Simla.	
	1	Financial Adviser, Military Finance.	
Stores for ordnance inspection section.	1	Financial Adviser, Military Finance.	
	2	Controller of Army Factory Accounts, Calcutta.	
	1	Inspector, etc., concerned (but substitute D. of A., A. H. Q., Simla, for Dwgs. Patts. and Specfns. supplied to Ordnance Dept. Inspectors).	
Supply and transport	1	Financial Adviser, Military Finance, Simla.	
Army remounts, Military farms, Mechanical transport.	2	Controller of Military Accounts concerned.	
Marine stores ..	1	Financial Adviser, Military Finance.	
	2	Controller of Marine Accounts, Bombay.	
M. E. S. stores ..	1	Financial Adviser, Military Finance, Simla.	
	2	Controller of Military Accounts concerned.	

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"*C*" *Invoices*—contd.

Department and Port.	No. of copies.	To whom to be sent.	Remarks.
Calcutta, Madras, Rangoon and Aden.—contd.			1 copy through the Agent for Government Consignments, Calcutta, up to 31st March 1927 after which date through the E. S. O. (S.S.), Calcutta, in the case of Calcutta; through the A. G. C., Madras, in case of Madras; through the Store and Shipping Officer, Rangoon, in the case of Rangoon; and through the G. O. C., Aden, in the case of Aden. For consignments to Madras one spare copy for A. G. C., Madras.
Stores for the Royal air force.	1	Financial Adviser, Military Finance, Simla.	
	2	Controller, R. A. F. Accts.	
Medical stores ..	1	The officer to whom the stores are consigned.	
Bombay.			
Stores for arsenals, ordnance and clothing depots.	1	Director of Equipment and Ordnance Stores, A. H. Q., Simla.	
	1	Financial Adviser, Military Finance.	
	2	Controller of Military Accounts concerned.	1 copy through the A. G., Bombay.
Stores for ordnance and clothing factories.	2	Controller of Army Factory Accounts, Calcutta.	Do.
	1	M. G. Ordnance, Simla.	
	1	F. A., Military Finance.	
Stores for ordnance inspection section.	1	F. A., Military Finance.	
	2	Controller of Army Factory Accounts, Calcutta.	Do.
	1	Inspector, etc., concerned (but substitute D. of A., A. H. Q., Simla, for Dwgs. Pattns. and Specfns. supplied to Ordnance Department Inspectors).	1 copy through the A. A., Bombay.
Supply & transport ..	1	F. A., Military Finance.	
Army remounts .. Military farms .. Mechanical transport	2	Controller of Military Accounts concerned.	Do.
Marine stores ..	1	F. A., Military Finance.	
	2	Marine Store Officer, Bombay.	Direct for note and for forwarding to Controller of Marine Accounts, Bombay.
Military engineer services stores.	1	F. A., Military Finance.	
	2	Controller of Military Accounts concerned.	1 copy through the A. G., Bombay.
Stores for the Royal air force.	1	F. A., Military Finance.	
	2	Controller, R. A. F. Accts.	Do.
	1	Embarkation Supply Officer, Bombay.	In case of stores shipped on a bill of lading.

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"*O*" *Invoices*—contd.

Department and Port.	No. of copies.	To whom to be sent.	Remarks.
Bombay—contd.			
Armoured cars ..	1	Embarkation Commandant, Bombay.	In case of stores shipped on a bill of lading.
	1	Embarkation Supply Officer, Bombay.	
Stores for C. G. S. ..	1	Do. ..	Do.
	1	Embarkation Commandant, Bombay.	
Military dairy stores ..	1	Do.	
Royal tank corps stores	1	Do.	
Medical stores ..	1	The officer to whom the stores are consigned.	
Karachi.			
Stores for arsenals, ordnance and clothing depots.	1	Director of Equipment and Ordnance Stores, Army Headquarters, Simla.	
	1	Financial Adviser, Military Finance, Simla.	
	2	Controller of Military Accounts concerned.	1 copy through the R. S. O., Kiamari.
	1	Embarkation Supply Officer (S. S.), Kiamari.	
Stores for ordnance and clothing factories.	1	Master General Ordnance Simla.	
	1	Financial Adviser, Military Finance, Simla.	
	2	Controller of Army Factory Accounts, Calcutta.	Do.
	1	Embarkation Supply Officer (S. S.), Kiamari.	
Stores for ordnance Inspection section.	1	Financial Adviser, Military Finance, Simla.	
	2	Controller of Army Factory Accounts, Calcutta.	Do.
	1	Inspector, etc., concerned (but substitute D. of A., A. Hdqrs., Simla, for Dwgs., Pattns. and Specfns. supplied to Ordce. Dept. Inspectors).	
	1	Embarkation Supply Officer (S. S.), Kiamari.	
Supply & transport ..	1	Financial Adviser, Military Finance, Simla.	
Army remounts ..			
Military farms ..	2	Controller of Military Accounts concerned.	
Mechanical transport	1	Embarkation Supply Officer (S. S.), Kiamari.	

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"C" *Invoices*—concld.

Department and Port.	No. of copies.	To whom to be sent.	Sent under cover to
Karachi—contd.			
Medical stores ..	1	The Officer to whom the stores are consigned.	
Marine stores ..	1	Financial Adviser, Military Finance.	
	2	Controller of Marine Accounts, Bombay.	1 copy through D. C. Stores, N. W. R. Karachi.
Military engineer services stores.	1	Financial Adviser, Military Finance, Simla.	
	2	Controller of Military Accounts concerned.	Do.
Stores for the Royal air force.	1	Financial Adviser, Military Finance, Simla.	
	2	Controller, Royal Air Force, Accounts.	1 copy through O.I/c. R. A. F. Pt. Detachment, Karachi.

"D" *Packing Accounts.*

Calcutta.			
Stores for arsenals ordnance and clothing depots; boot depot, Cawnpore; ordnance and clothing factories; and ordnance inspection section.	3	2 to establishment to which goods are consigned. 1 to the Agent for Government Consignments, Calcutta, up to 31st March 1927, after which date to E. S. O. (S. S.), Calcutta.	The Agent for Government Consignments, Calcutta, up to 31st March 1927, after which date to E. S. O (S. S.), Calcutta.
Supply and transport	2	A. D. S. and T. Presidency and Assam District, Calcutta.	The Agent for Government Consignments, Calcutta, up to 31st March 1927, after which date to E. S. O (S. S.), Calcutta.
Military farms ..			
Army remounts ..	2	Superintendent, Remount Depot, concerned.	
Military engineer services stores.	2	Executive Engineer, 1st Calcutta Division, Calcutta.	
Medical stores ..	2	Officer-in-charge, Medical Store Depot, Calcutta.	
Books and publications, etc.	2	The officer to whom goods are consigned.	Direct to consignee.
Bombay.			
Stores for Chief of general staff.	1	E. C., Bombay.	
Royal tank corps stores.	1	E. S. O., Bombay.	
	1	E. C., Bombay.	

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"*D*" *Packing Accounts*—contd.

Department and Port.	No. of copies.	To whom to be sent.	Sent under cover to
Bombay—contd.			
Stores for arsenals, ordnance and clothing depots (including boot depot, Cawnpore).	4	1 (skeleton) to the Ordnance Officer, Bombay. 2 to establishment to which goods are consigned. 1 to the Accountant General, Bombay, for retention.	Deputy Manager, Port Trust, Bombay.
Stores for ordnance and clothing factories and for ordnance inspection section.	2	To establishment to which consigned.	Do.
Armoured cars ..	1	E. S. O., Bombay.	
Supply and transport	2	E. S. O., Bombay.	Do.
Military farms ..			
Military dairy stores	1	E. C., Bombay.	
Army remounts ..	2	Superintendent of Remount Depot concerned.	Do.
Military engineer services stores.	3	2 to Commanding Royal Engineer, Bombay District, Bombay. 1 to Accountant-General, Bombay, for retention.	Do. Do.
Mechanical transport	4	2 O. C. Medium Repair Shops, Bombay. 1 (skeleton) A. G., Bombay. 1 Q. M. G. in India, Simla.	1 do. 2nd mail. 1 direct 1st mail. Deputy Manager, Port Trust, Bombay, 1st mail. Direct 1st mail.
Medical stores ..	2	Officer to whom the stores consigned.	Deputy Manager, Port Trust, Bombay.
Books and publications, etc.	2	The Officer to whom goods are consigned.	Direct to consignee.
Marine stores ..	2	Marine Store Officer, Bombay.	Direct.
Royal air force stores	5	2 to Officer Commanding R. A. F., Port Detachment, Karachi. 1 to the A. G., Bombay, for retention. 1 to E. S. O., Bombay. 1 to E. C., Bombay.	Deputy Manager, Port Trust, Bombay.
Madras.			
Stores for arsenals, ordnance and clothing depots, ordnance and clothing factories and ordnance inspection section.	3	2 to establishment to which stores are consigned. 1 to Agent for Government Consignments, Madras, for retention.	Agent for Government Consignments, Madras. Do.

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"*D*" *Packing Accounts*—contd.

Department and Port.	No. of copies.	To whom to be sent.	Sent under cover to
Madras—contd.			
Supply and transport Military farms ..	4	2 Officer-in-charge, Supplies, Madras. 2 Agent for Government Consignments, Madras (1 skeleton and 1 full for retention).	Agent for Government Consignments, Madras.
Army remounts ..	2	Superintendent, Remount Depot, concerned.	Do.
Military engineer services stores.	3	2 for Garrison Engineer, Fort St. George, Madras	Do.
		1 for A. G. C., Madras, for retention.	Do.
Medical stores ..	2	Officer-in-charge, Medical Store Depot, Madras.	Do.
Books and publications, etc.	2	To the Officer to whom goods are consigned.	Direct to consignee.
Karachi.			
Stores for arsenals, ordnance and clothing depots, ordnance and clothing factories, and for ordnance inspection.	3	2 to establishment to which stores are consigned. 1 E. S. O., Kiamari.	E. S. O., Kiamari.
Supply and transport	3	Embarkation Supply Officer.	Do.
Army remounts ..	3	2 for Superintendent, Remount Depots, concerned. 1 E. S. O., Kiamari.	Do.
Military farms ..	3	2 to establishment to which stores are consigned. 1 E. S. O., Kiamari.	Do.
Military engineer services stores.	2	District Controller of Stores, N. W. R., Karachi.	Direct.
Mechanical transport	4	2 to E. S. O., Kiamari	Direct. 1 by 1st mail. 1 by 2nd mail.
		2 to the Officer to whom the goods are consigned.	Direct to consignee. 1 by 1st mail. 1 by 2nd mail.
Medica lstores ..	2	To the Officer to whom the goods are consigned.	E. S. O., Kiamari.
Books and publications	2	To the officer to whom the goods are consigned.	Direct to consignee.
Marine stores ..	2	The District Controller of Stores, N. W. R., Karachi.	Direct.

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Appendix XXXVII.

"*D*" *Packing Accounts*—conold.

Department and Port.	No. of copies.	To whom to be sent.	Sent under cover to
Karachi—contd.			
Roya air force stores	2	To the Officer Commanding, R. A. F., Port Detachment, Kiamari.	The Officer-in-charge, R. A. F. Port Detachment.
	1	To the Officer Commanding, Aircraft Depot, R. A. F. Drigh Road, Karachi.	Through the Officer in charge, R. A. F. Detachment, Kiamari
Rangoon.			
Stores for arsenals ..	3	Chief Ordnance Officer, Rangoon (through the officer-in-charge, Supplies, Rangoon).	Agent for Government Consignments, Rangoon.
Supply and transport	2	The Officer-in-charge, Supplies, Rangoon.	Do.
Military engineer services stores.	3	Do. ..	Do.
Medical stores ..	3	Do. ..	Do.
Aden.			
Stores for special defence.	2	Addressee of Stores ..	G. O. C., Aden.
Supply and transport	2	Officer-in-charge, Supplies, Aden.	Do.
Military engineer services stores.	2	General Officer Commanding, Aden.	General Officer Commanding, Aden.
Other military services	2	Do. ..	Do.

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APPENDIX XXXVIII.

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APPENDIX XXXIX.

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APPENDIX XL.

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APPENDIX XLI.

The following are the rules for the submission of payment indents :—

Articles of I. A. S. C. supply.

(1) Payment indents may be submitted by the following :—

Group I—

14665 (Q. M. G.-6).

(i) All troops, personnel of departments, staff and establishments, whose pay is debitable to the military or marine estimates (except temporary employees on daily rates of pay, and un-enrolled personnel of classes ordinarily required to be enrolled); such charitable institutes and organizations as are recognized under the shelter scheme ; soldiers' homes and kindred institutions : and schools recognized as suitable for the reception of soldiers' children on being awarded scholarships.

(ii) Officers and men of the naval forces under the command of His Excellency the naval Commander-in-Chief, East Indies station, when on shore in India.

(iii) Military pensioners.

11394 (Q.M.G.-6).

NOTE.—Payment for supplies thus obtained will be made at the rates shown for payment issues in the stock book rate list in respect of articles of central purchase, and at the rates worked out by controllers of military accounts in respect of articles of local purchase.

Group II—

(i) Admiralty.

(ii) War Office.

(iii) Colonial Governments.

Group III—

(i) Municipalities.

(ii) Indian States.

(iii) Indian State Forces, or

(iv) Any other body admitted to the concession by the Government of India.

NOTE I.—Payment issues under Group III will only be made in special cases to be approved by the Government of India, or by the Quarter Master General in India when the supplies in hand at the supply depot concerned rendered such issues desirable.

NOTE II.—The terms and arrangements under which supplies will be made to the classes mentioned in Groups II and III will be governed by special instructions to be issued at the time.

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2. Only such articles as are enumerated below may be issued on payment :—

Group B. T.—

Biscuits, ration.

Bread.

Flour.

Group B. I. T.—

Fresh meat.

Fresh vegetables.

Oatmeal.

Potatoes.

Onions.

Rice, ration.

Salt, ration.

Salt, refined.

Sugar.

Tea, ration.

Ice (at stations where it is obtained from M. E. S. ice factories). 4735 (Q. M. G.-6).

Group I. T.—

Atta.

Dhall.

Ghi.

Gur.

**Group grain*—

Barley.

Bran.

Gram.

Paddy (in Burma district only). 8153 (Q. M. G. 6).

*NOTE.—Officers are allowed to purchase from the I. A. S. C. any recognised description of forage, provided the same is available in stock at the time.

Group Fuel—

Charcoal.

Coal of sorts.

Coke.

Firewood, ration.

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Group P. O. L.—

Petrol, M. T.

Oil, kerosine.

54789-Q.-6 Oil, I. C., engine—

Light.

Medium.

Heavy.

Extra Heavy.

Oil castor, ordinary.

Oil engine, heavy.

Oil cylinder, pure mineral ordinary (not extensive).

Oil spindle.

Grease, graphite.

Grease, cup.

Calcium, carbide.

Certain articles, however, which are kept in mobilization reserve and the turnover of which cannot be effected by issues in lieu of other ration articles, may, from time to time, be issued on repayment on the special authority of the Q. M. G. in India.

3. In cases under Group III, the percentage on stock book rates, etc., to be levied depends on the actual cost to government of making the supply at the place concerned.

4. The following special rules are applicable to the issue of I. A. S. C. articles to the classes mentioned in Group I:—

(*a*) The method of obtaining the supplies will ordinarily be through a unit of the army which regularly draws supplies under the existing regulations. Officers and details not belonging to such a unit will apply to the officer commanding the station (or nearest military station), who will attach them to a unit in station orders. Issues on repayment will only be made to individuals at the ration stand of a unit, for which purpose individuals will be attached to units. The O. C. unit on receipt of indents from individuals for articles required on repayment will indent for supplies in bulk on the O. C. supply depot, on whom dependant, not more than twice a month.

Establishments which are too large to be conveniently attached to an existing unit, *e.g.*, the staff and establishment of a command or district headquarters, the establishment of a controller of military

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accounts, etc., may be formed, at the discretion of the G. O. C., into a ration-drawing unit with an officer in charge who will be responsible (*i*) for indenting on the I. A. S. C. in bulk for repayment issues required by the individuals of his unit, (*ii*) for crediting the total value of such supplies to government through his establishment pay bill, and (*iii*) for effecting the necessary recoveries from individuals.

The state will not be liable for any extra expenditure on account of establishments, accommodation, or equipment necessitated by payment issues.

(*b*) The procedure for payment will be as follows :—

(*i*) The total amounts due on account of payment issues made by a unit will be recovered by the military accounts department from the units pay bill for the month following that in which the issues have been made. The officer commanding unit must effect the necessary recoveries from the individuals of, or attached to, his unit. 54789 (Q.M. G.-6).

(*ii*) In the case of individuals who are attached for the purpose of drawing rations to a ration drawing unit but whose pay is not drawn in the pay accounts of the unit, the officer commanding the unit will be responsible for making the necessary recoveries in cash from the individuals, and for indicating in the accounts rendered by him to the military accounts department, how the money recovered has been disposed of.

If, on the date the officer commanding the unit submits the ration return to audit, any individuals have ceased to be attached to the unit for ration purposes and recoveries are due for rations issued on payment, the amounts due will be reported to the military accounts department for necessary action.

(*iii*) Each ration drawing unit may have one ration stand, where supplies for issues on repayment may be delivered. 11394 (Q.M. G.-6).

(*iv*) Other individuals, canteens, institutes and similar bodies must present, at the time of drawing, a treasury receipt previously obtained for the full cost of articles drawn.

(*v*) Officers commanding supply unit are responsible that the treasury receipt obtained for articles supplied under (*iv*) above, are attached to their monthly supply accounts.

(*vi*) Issues of animal rations on repayment will be shown on ordinary ration return (I. A. F. S-1519).

(*vii*) All regular ration-drawing units will keep both British and Indian ration returns for both classes drawing rations from them.

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(Q. M. G.-6)

(c) Payment issues to the classes specified will only be made to meet the *bona fide* requirements of the individuals concerned and their household. The value of articles supplied in any one month must not exceed one-third of the individual's pay or fifty rupees a month, whichever is less. In the case of British officers this limit may be exceeded with the permission of the general officer commanding concerned, and in cases where pay is less than thirty rupees per mensem, articles, up to the value of ten rupees may be drawn with the permission of the officer under whom the individual is serving.

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(*k*) Units having armourers attached.

(*l*) Royal Tank Corps Units.

(*m*) According to nature of gun or howitzer on charge.

(*n*) Engineer Units.

(*o*) Indian Units having British personnel (other ranks) on their establishment.

(*p*) British Units having Indian personnel (other ranks, etc., on their establishment).

(*q*) Units will be supplied with such sections only as contain details of the stores which form part of their equipment *see* A.-16179 (A.G.-XI). A. I. (I.) 360 of 1925.

(*r*) Signal Units.

NOTE.—Where no indicating letter is shown, the publication will be in possession of all Units.

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APPENDIX XLIII.

Regulations for the Indian Supplementary Reserve.

SECTION I.—ORGANIZATION.

General.

1. The Indian Supplementary Reserve will form part of the Indian Army Reserve, and will provide a reserve of Indian tradesmen in India. Its object is to complete on mobilization the requirements of certain arms and branches of the Indian army, not provided for, or only partially provided for, by the normal Indian Army Reserve.

2. For purposes of administration the Indian Supplementary Reserve will be divided into categories as follows :—

Category A.—Consisting of personnel ranking as sepoy or the equivalent required to undergo training in peace.

Category B.—Consisting of personnel ranking as sepoy or the equivalent not required to undergo training in peace. Such personnel in the event of their being called up on mobilization, will be required to perform duties similar to those of their occupation or profession in civil life.

The personnel of both categories are required for :—

Indian cavalry.

Royal artillery.

Engineers.

Indian signal corps.

Indian army service corps.

Indian hospital corps.

Indian army ordnance corps.

3. Personnel may be allotted to units which exist in peace or which will be formed on mobilization. The Indian Supplementary Reservists will be administered by the officer commanding, reservists, of the arms of the service to which they belong (see Appendix I). Officers shown in Appendix I will act as commanding officers to the Indian supplementary reservists concerned, and will be responsible for the issue of instructions to join on mobilization.

The O. C. Indian supplementary reservists under orders from A. H. Q., will post all men as they are enrolled to units and will maintain a record of all postings. Information regarding all postings will be furnished to A. H. Q., to the O. C. Unit (if existing in peace), to the officer in charge mobilization scheme (in the case of units to be raised on Mobilisation) and to the reservists. An entry will be made in the reservists sheet roll (I. A. F. K.-1155 and 1156 according to whether men are classed as combatant or non-combatant), identity certificate and life certificate.

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(*k*) Units having armourers attached.

(*l*) Royal Tank Corps Units.

(*m*) According to nature of gun or howitzer on charge.

(*n*) Engineer Units.

(*o*) Indian Units having British personnel (other ranks) on their establishment.

(*p*) British Units having Indian personnel (other ranks, etc., on their establishment).

(*q*) Units will be supplied with such sections only as contain details of the stores which form part of their equipment *see* A.-16179 (A.G.-XI). A. I. (I.) 360 of 1925.

(*r*) Signal Units.

NOTE.—Where no indicating letter is shown, the publication will be in possession of all Units.

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12. *Men not eligible to enrol.*—The following classes will not be allowed to enrol or re-enrol into the Indian supplementary reserve :—

(*a*) Men belonging to the Indian army, the Royal Indian marine, or men already belonging to the reserves of the above forces.

(*b*) Men discharged from the forces mentioned in (*a*) above, who, on discharge, were awarded a character of less than "good".

(*c*) Men in receipt of disability pensions.

(*d*) Members of the Indian state forces.

(*e*) Members of the permanent recruiting staff.

(*f*) Men of any police force.

(*g*) Individuals employed on railways, survey department or as jail warders or forest guards will not be accepted in the Indian supplementary reserve without the written consent of their employers.

13. *Enrolment of government employees.*—In the case of civil employees in government employ, the consent of the head of the department in which employed will not be given unless the services of the employee concerned can be spared in case of mobilization.

14. *Tradesmen.*—Before enrolment into the Indian supplementary reserve a man must pass a trade test in his particular trade, *vide* details contained in appendix 4. These tests will be passed in a military workshop, or in civil shops under the supervision of a military technical officer.

A sum of Rs. 3 per Class B reservist, to cover the cost of material, etc., will be admitted to the O. C. the workshop in which the trade test is carried out.

15. *Preparation of documents*—

(*a*) In the case of enrolment in category 'A' two sheet roll will be prepared by the O C. unit or O. C. reservists (one the 'Original' and the other the 'Record' copy), each signed by the recruit himself, by a witness and by the O. C. unit or O. C. reservists as the case may be. The 'Original' will be retained by or sent to the O. C. reservists, and the 'Record' copy with which will be kept the enrolment form and other personal documents of the reservists, retained by or sent to the O. C. unit with which the reservist is trained. On final discharge the 'Record' copy will be sent to the O. C. reservists for custody, and the original sent or handed to the reservist. Record copies of the sheet roll will be retained for 25 years after the reservist becomes non-effective, and then destroyed.

(*b*) In the case of enrolment in category 'B' similar procedure to 'A' will be carried out, except that after final approval both sheet rolls will be maintained by the O. C. reservists

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16. *Extensions of Service.*—Extensions will be for periods of one year, but an Indian supplementary reservist will be discharged on reaching the age of 40 in the case of R. E. reservists and 45 in the case of others. No Indian supplementary reservist will be permitted to extend his service whose age at the time is 39 in the case of R. E. reservists and 44 in the case of others. B.-5561 (A G.-6)

17. The qualifications for the extension of service by the Indian supplementary reservists, are:—

(*a*) He must be medically fit for general service.

(*b*) He must pass a trade test as in para. 14 above.

18. Extensions must be carried out on I. A. F. K.-1162, I. A. F. K.-1164, I. A. F. (Medical)-25, or I. A. F. K.-1166, as the case may be, during the twelve months prior to the expiration of the reservist's current term of service.

Extension will be carried out by the O. C. unit with which the reservist trains in the case of category 'A', O. C. reservists in the case of category 'B'.

19. *Approving officer.*—The officer commanding, reservists, concerned will be the competent military authority to approve of the extension of service in the Indian supplementary reserve.

20. *Service.*—A reservist of the Indian supplementary reserve will be liable under Section 3 (*i*) of the Reserve Forces Act, to serve in any part of the world on mobilization. He will be liable to be called out when the Indian army reserve or any part of it, is called out.

21. *Discharge.*—The various causes of discharge and the special instructions regarding cause of discharge in each case, are given in the table below. The competent officers, both to authorize and to confirm discharge, are shown in this table.

Cause of Discharge.	Competent Authority to authorize discharge.	Special instructions.
(*i*) At his own request and on fulfilling the conditions of his enrolment.	Commanding Officer	To be carried out in accordance with the conditions of his enrolment and with Section 18 of the I. A. A. and Rules 10, 11 and 12 of the I. A. A. Rules.
(*ii*) Having been found medically unfit for further service.	Ditto ..	To be carried out only on the recommendation of an invaliding Board.
(*iii*) On failing to pass the trade test annually.	Ditto ..	..

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Cause of Discharge.	Competent Authority to authorise discharge.	Special instructions.
(iv) Having re-entered the Service after being dismissed or discharged, without at the time of re-entry, stating the fact of his previous dismissal or discharge, or showing his certificate of discharge or dismissal.	Commanding Officer	....
(v) His services being no longer required.	Brigade Commander	....
(vi) On compassionate grounds before fulfilling the conditions of his enrolment.	Ditto ..	The Brigade Commander will exercise this power only when he is satisfied as to the *bona fides* of the application and when the application discloses the existence of compassionate grounds.
(vii) All other classes of discharge.	Commanding Officer	Candidates who are considered unlikely to become efficient Indian Supplementary Reservists will be dealt with under this para.

22. The date from which the discharge will be authorized to take effect will be the date specified by the competent authority in accordance with the provisions of I. A. A. Rule 12.

23. *Discharge Certificate.*—On discharge an Indian Supplementary Reservist will be furnished with a discharge certificate (I. A. F. Y. 1949) by the O. C. Reservists concerned.

SECTION III.—DISCIPLINE.

24. The Indian Supplementary Reserve forms part of the active Indian Army Reserve, and Indian Supplementary Reservists are subject to military law at all times; they are also subject to the provisions of the Indian Reserve Forces Act, 1888; to the Indian Reserve Force Rules 1925; the Indian Supplementary Reserve Regulations, and Regulations for the Army in India, in so far as they apply. When called out for military service they will form part of the regular forces.

25. When a man belonging to any Arm of His Majesty's Forces is found to have enrolled as an Indian Supplementary Reservist,

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the case will be referred to Army Headquarters through the prescribed channels.

26. Indian supplementary reservists who fail to report on mobilization will be dealt with under the Indian Reserve Forces Act, Section 6, or under the Indian Army Act.

SECTION IV.—GENERAL DUTIES.

27. *Reports of deaths.*—Whenever the death of a man of the Indian supplementary reserve occurs, it will be notified in Part II orders by the O. C. supplementary reservists concerned, a copy being sent in the case of category 'A' reservists, to the O. C. unit concerned.

28. *Records of service.*—In addition to the normal entries, such as name, address, etc., a record of particulars of service, pay, bounties, promotion, next-of-kin, etc., of Indian supplementary reservists will be kept on both the original and record copy of the sheet roll.

In addition, the undermentioned details connected with the Indian supplementary reservist's service will be entered on his sheet roll :—

(*a*) Extension of service in the Indian supplementary reserve.

(*b*) Reduction.

(*c*) Convictions by court martial or civil power.

(*d*) Details of service.

In the case of category 'A' reservists the details will be entered on the original copy from Part II Orders furnished to the O. C. reservists by the O. C. Unit.

29. *Periodical returns.*—The following return is required in the case of the Indian supplementary reserve to be furnished in time of peace. Single copies only are required unless otherwise directed, and unless otherwise indicated returns will be sent to Army Headquarters—

Monthly return of strength and distribution.—In manuscript, rendered by O. C. reservists concerned to A. H. Q. made up to the 1st of each month and despatched by the 7th.

30. *Records.*—The following procedure will be observed with regard to the preparation, maintenance and custody of documents :—

(*a*) In the case of category B, Indian supplementary reservists, both sheet rolls and the enrolment form will be retained by the O. C. reservists. The O. C. reservists will be responsible for recording variations of service, etc., on the sheet rolls and on the enrolment form, from Part II orders.

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(*b*) The O. C. unit in the case of category A, and the Os. C. reservists in the case of category B Indian supplementary reservists, will prepare the following documents :—

Sheet roll (in duplicate).

Medical history sheet.

The enrolment form will be prepared by the enrolling officer.

31. When an Indian supplementary reservist becomes non-effective his documents will be disposed of as follows :—

Nature of Casualty.	Original Sheet Roll.	Record Sheet Roll.	Enrolment Form.
Death	Retained by O. C. reservists for 25 years as a record.	Retained for 25 years as a record.	Retained for 25 years as a record.
Desertion	Ditto ..	Ditto ..	Ditto.
Discharge ..	Handed to reservist	Ditto ..	Ditto.
Transfer to other corps or other cause of casualty.	Sent to O. C. unit or reservists to which transferred.	Sent to O. C. unit or reservists to which transferred.	Sent to O. C. unit or reservist to which transferred.

SECTION V.—FINANCE.

32. On being called out on mobilization the conditions of service of members of the Indian supplementary reserve will conform in all respects to those of the Indian army. Pay and allowances at rates in accordance with his rank, group and class, will be admissible for a member of the Indian supplementary reserve, from the date of joining at the place at which he is ordered to join on being called out on mobilization, when he will be graded, as regards pay, etc., according to his qualifications.

Indian supplementary reservists, category A, will also be eligible for the rates of pay shown in Appendix 2, when undergoing initial or annual training.

33. Until called out on mobilization, Indian supplementary reservists of category B will not be entitled to any emoluments, except that they will be eligible for bounties under paragraph 34.

34. *Bounty.*—

(*i*) Indian supplementary reservists, category A, will be paid a monthly bounty, varying from Rs. 4 to Rs. 6 in

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accordance with the scale in Appendix 2 for the periods during which they are not called up for training while serving in the reserve. [*See* (*iii*) below for details of payment.]

(*ii*) Indian supplementary reservists, category B, will be paid an annual bounty, varying from Rs. 48 to 72 in accordance with the scale in Appendix 3. The annual bounty admissible will be drawn proportionately in relation to the period of service rendered in the reserve.

(*iii*) These bounties will be paid to the Indian supplementary reservist in the case of category A when he comes up for annual training, and in the case of category B when he comes up for annual trade testing. B. 192 (A. G.-5).

35. *Free conveyance or allowance in lieu, subsistence and road allowance.* B.-2615 (A. G.-6).

(a) *Free conveyance, or allowance in lieu.*

(*i*) All recruits, except those obviously unfit, presenting themselves for enrolment, either unaccompanied or brought in by recruiters, will be entitled to free conveyance by rail, river, canal, and sea from their homes or places of residence to the recruiting or medical examination station. They will be paid their actual fares.

(*ii*) In lieu of above, and provided expenditure has actually been incurred, the recruiting or enrolling officer may pay to the recruit (or recruiter who brought in the recruit), a sum not exceeding Rs. 2. The amount paid will cover not only the cost of the rail fare of the recruit as well as that of the recruiter, but will also include the subsistence authorised under (*b*) (*i*) below.

(*iii*) In addition to (*i*) above, journeys to and from places of trade test will be performed at state expense.

(*iv*) All recruits finally approved as well as those rejected medically or in trade test will be entitled to free conveyance back to their homes or places of residence from the recruiting, medical examination or trade test station, as the case may be.

(b) *Subsistence allowance.*

(*i*) at annas 4 per diem from the date a recruit leaves his home or place of residence up to the date of approval or rejection by the medical officer after acceptance in the first instance by the recruiting or enrolling officer. [This subsistence allowance will not be admissible if the procedure in clause (*a*) (*ii*) is adopted].

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(*ii*) at annas 4 per diem from the date of approval by the medical officer up to the date of final approval or final rejection by the recruiting or enrolling officer, that is after result of trade test. This subsistence allowance is admissible irrespective of whether the procedure in clause (*a*) (*i*) or clause (*a*) (*ii*) is followed.;

NOTE No. 1.—No free conveyance or payment in lieu will be admissible to obviously unfit recruits, that is, recruits rejected in the first instance by the enrolling officer.

NOTE No. 2.—Recruiters who bring in no recruits or who bring in recruits who on arrival at the recruiting station, are found unfit, will be entitled to free conveyance for themselves by rail, river, canal and sea.

NOTE No. 3.—When the enrolling officer is satisfied that the full amount has not been expended he may sanction such portion of the Rs. 2. as he considers will meet the expenditure incurred on account of the recruit.

(c) *Road allowance.*

In addition to the concessions at (*a*) and (*b*) above, an allowance of annas 2 per 15 miles will be granted to recruits for road journeys when returning home whether finally approved or rejected, except those rejected as obviously unfit.

36. *Cessation on mobilization.*—The issue of these bounties will cease in all cases with effect from the date a reservist comes on to full rates of pay, on being called up for service, or for annual training, in the case of Indian supplementary reservists, category A.

37. The grant of bounty will be conditional upon reservists residing in British India or Burma and reporting annually for trade-testing to the O. C. reservists, or other appointed authority. In the case of category A Indian supplementary reservists, the grant of the bounty will also be conditional on the reservist carrying out the prescribed training.

39. An Indian supplementary reservist who is convicted of an offence and awarded imprisonment by the civil power, by court martial or by his commanding officer, will forfeit bounty for the period he is in military custody or for the period of his imprisonment.

40. An Indian supplementary reservist who makes, or allows to be made, any alteration or erasure in, or otherwise tampers with his identity certificate or any other official document in his possession, shall be liable to forfeit the whole or any portion of the bounty as the O. C. reservists or the brigade commander may decide.

41. *Accounting.*—The accounting service for pay and bounty will be carried out by the C. M. A. of the district concerned, in direct communication with the O. C. unit in the case of category 'A', and O. C. reservists in the case of category 'B.'

42. Pay and allowances for the period of training, and bounty money admissible to reservists, category 'A' will be drawn by the

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O. C. of the unit to which the reservists are attached for training, in the same manner as for Indian army reservists in accordance with the rules laid down in paragraphs 245—251, Financial Regulations for the Army in India, Part II.

Bounty money payable to reservists category 'B' will be drawn by Os. C. reservists through pay list prepared (separately for the purpose) by unit accountants attached to their units when the reservists come up for trade-testing. In the event of trade-testing being carried out by authorities other than O. C. reservists (*vide* paragraph 37) the latter will remit the bounty money to the former for payment to the reservist.

43. *Identity certificates.*—Each Indian supplementary reservist entitled to the bounty will, on enrolment into the Indian supplementary reserve, be furnished with a parchment certificate (I. A. F. Y.-1953) compiled by the O. C. reservists and passed to the C. M. A. concerned for issue. Before passing the parchment certificate to the C. M. A. for issue, the O. C., reservists, will ensure that the thumb impression of the man is affixed, duly attested by an officer, in the blank space on the bottom left corner on the reverse of the certificate. B.-5561 (A.G.-6).

44. A record of payments (see paragraph 42) will be kept on I. A. F.A.-22.

SECTION VI.—Training.

45. The training to be carried out by Indian supplementary reservists, category A, will be in accordance with the details given in Appendix 5.

46. The duration of the training will be one month initial and one month annual training, except in the case of electricians who will do two months initial training. The annual training will commence in the second year of service.

47. The training will be carried out with the units to which the Indian supplementary reservists, category A, are attached and the O. C. of the unit will be responsible for arranging the training.

Os. C. reservists concerned will notify Os. C. units of the names and addresses of all Indian supplementary reservists attached to their units.

48. The O. C. unit will enter a record on the sheet roll of each Indian supplementary reservist, category A, of each training carried out. The O. C. reservists will also be notified by O. C. unit of the completion of each training for record in the original sheet roll.

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APPENDIX XLIII.

Regulations for the Indian Supplementary Reserve.

SECTION I.—ORGANIZATION.

General.

1. The Indian Supplementary Reserve will form part of the Indian Army Reserve, and will provide a reserve of Indian tradesmen in India. Its object is to complete on mobilization the requirements of certain arms and branches of the Indian army, not provided for, or only partially provided for, by the normal Indian Army Reserve.

2. For purposes of administration the Indian Supplementary Reserve will be divided into categories as follows:—

Category A.—Consisting of personnel ranking as sepoy or the equivalent required to undergo training in peace.

Category B.—Consisting of personnel ranking as sepoy or the equivalent not required to undergo training in peace. Such personnel in the event of their being called up on mobilization, will be required to perform duties similar to those of their occupation or profession in civil life.

The personnel of both categories are required for:—

Indian cavalry.
Royal artillery.
Engineers.
Indian signal corps.
Indian army service corps.
Indian hospital corps.
Indian army ordnance corps.

3. Personnel may be allotted to units which exist in peace or which will be formed on mobilization. The Indian Supplementary Reservists will be administered by the officer commanding, reservists, of the arms of the service to which they belong (see Appendix I). Officers shown in Appendix I will act as commanding officers to the Indian supplementary reservists concerned, and will be responsible for the issue of instructions to join on mobilization.

The O. C. Indian supplementary reservists under orders from A. H. Q., will post all men as they are enrolled to units and will maintain a record of all postings. Information regarding all postings will be furnished to A. H. Q., to the O. C. Unit (if existing in peace), to the officer in charge mobilization scheme (in the case of units to be raised on Mobilisation) and to the reservists. An entry will be made in the reservists sheet roll (I. A. F. K.-1155 and 1156 according to whether men are classed as combatant or non-combatant), identity certificate and life certificate.

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SECTION II.—ENROLMENT, EXTENSION OF SERVICE, DISCHARGE, ETC.

4. The tradesmen to be enrolled and attested or enrolled only (see Appendices 2 and 3) and the corps for which they are required, will be notified by Army Headquarters to all concerned, from time to time.

B. 2451 (A. G.-5).

Any change may be made in the establishment of Indian supplementary reserve, as desired by the A. G. in India or the Q. M. G. in India, among the various trades within the same category, provided the total cost is not exceeded.

Although Indian supplementary reservists rank as sepoy or the equivalent (see paragraph 2), they will, in peace, unlike sepoys of the Indian army, be enrolled only. They will be attested on mobilization, only if and when they are required to serve side by side with similar attested categories, and not otherwise. The character and antecedents of all Indian supplementary reservists will be verified immediately *after* enrolment in accordance with paragraph 129. B.-4135 (A.G.-6).

5. A recruit for the Indian supplementary reserve may be enrolled by the officer authorized in I. A. A. rule 7 (*x*). The final approval of recruits will, as a rule, be carried out by the O. C. supplementary reservists utilizing the services of unit commanders, or officials of corps and departments, as the case may be and, if necessary, obtaining for purposes of enrolment the assistance of recruiting officers.

6. Men with the necessary qualifications may be enrolled from :—

(*a*) Civil life.

(*b*) Indian territorial force.

7. The men enrolled from the Indian territorial force will, on final approval, be formally discharged from that force.

8. Enrolments will be carried out on I. A. F. K.-1162, I. A. F. K.-1164, I. A. F. (Medical)-25, or I. A. F. K.-1166, as the case may be. The period of enrolment will be for 3 years with option to extend or vary conditions as to discharge (see paras. 16—18) as below.

9. The age for enrolment will be :—

For R. E. units—between 18 and 35.

For other units—between 18 and 40.

B-5561 (A. G.-6)

10. Indian supplementary reservists will, on enrolment or extending their service, be thoroughly examined as to their medical fitness.

11. The medical and physical standards of fitness for men enrolled into the Indian supplementary reserve will be as prescribed for the regular army.

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12. *Men not eligible to enrol.*—The following classes will not be allowed to enrol or re-enrol into the Indian supplementary reserve :—

(*a*) Men belonging to the Indian army, the Royal Indian marine, or men already belonging to the reserves of the above forces.

(*b*) Men discharged from the forces mentioned in (*a*) above, who, on discharge, were awarded a character of less than "good".

(*c*) Men in receipt of disability pensions.

(*d*) Members of the Indian state forces.

(*e*) Members of the permanent recruiting staff.

(*f*) Men of any police force.

(*g*) Individuals employed on railways, survey department or as jail warders or forest guards will not be accepted in the Indian supplementary reserve without the written consent of their employers.

13. *Enrolment of government employees.*—In the case of civil employees in government employ, the consent of the head of the department in which employed will not be given unless the services of the employee concerned can be spared in case of mobilization.

14. *Tradesmen.*—Before enrolment into the Indian supplementary reserve a man must pass a trade test in his particular trade, *vide* details contained in appendix 4. These tests will be passed in a military workshop, or in civil shops under the supervision of a military technical officer.

A sum of Rs. 3 per Class B reservist, to cover the cost of material, etc., will be admitted to the O. C. the workshop in which the trade test is carried out.

15. *Preparation of documents*—

(*a*) In the case of enrolment in category 'A' two sheet roll will be prepared by the O C. unit or O. C. reservists (one the 'Original' and the other the 'Record' copy), each signed by the recruit himself, by a witness and by the O. C. unit or O. C. reservists as the case may be. The 'Original' will be retained by or sent to the O. C. reservists, and the 'Record' copy with which will be kept the enrolment form and other personal documents of the reservists, retained by or sent to the O. C. unit with which the reservist is trained. On final discharge the 'Record' copy will be sent to the O. C. reservists for custody, and the original sent or handed to the reservist. Record copies of the sheet roll will be retained for 25 years after the reservist becomes non-effective, and then destroyed.

(*b*) In the case of enrolment in category 'B' similar procedure to 'A' will be carried out, except that after final approval both sheet rolls will be maintained by the O. C. reservists

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16. *Extensions of Service.*—Extensions will be for periods of one year, but an Indian supplementary reservist will be discharged on reaching the age of 40 in the case of R. E. reservists and 45 in the case of others. No Indian supplementary reservist will be permitted to extend his service whose age at the time is 39 in the case of R. E. reservists and 44 in the case of others. B.-5561 (A G.-6)

17. The qualifications for the extension of service by the Indian supplementary reservists, are :—

(*a*) He must be medically fit for general service.

(*b*) He must pass a trade test as in para. 14 above.

18. Extensions must be carried out on I. A. F. K.-1162, I. A. F. K.-1164, I. A. F. (Medical)-25, or I. A. F. K.-1166, as the case may be, during the twelve months prior to the expiration of the reservist's current term of service.

Extension will be carried out by the O. C. unit with which the reservist trains in the case of category 'A', O. C. reservists in the case of category 'B'.

19. *Approving officer.*—The officer commanding, reservists, concerned will be the competent military authority to approve of the extension of service in the Indian supplementary reserve.

20. *Service.*—A reservist of the Indian supplementary reserve will be liable under Section 3 (*i*) of the Reserve Forces Act, to serve in any part of the world on mobilization. He will be liable to be called out when the Indian army reserve or any part of it, is called out.

21. *Discharge.*—The various causes of discharge and the special instructions regarding cause of discharge in each case, are given in the table below. The competent officers, both to authorize and to confirm discharge, are shown in this table.

Cause of Discharge.	Competent Authority to authorize discharge.	Special instructions.
(*i*) At his own request and on fulfilling the conditions of his enrolment.	Commanding Officer	To be carried out in accordance with the conditions of his enrolment and with Section 18 of the I. A. A. and Rules 10, 11 and 12 of the I. A. A. Rules.
(*ii*) Having been found medically unfit for further service.	Ditto ..	To be carried out only on the recommendation of an invaliding Board.
(*iii*) On failing to pass the trade test annually.	Ditto ..	..

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Cause of Discharge.	Competent Authority to authorise discharge.	Special instructions.
(*iv*) Having re-entered the Service after being dismissed or discharged, without at the time of re-entry, stating the fact of his previous dismissal or discharge, or showing his certificate of discharge or dismissal.	Commanding Officer	....
(*v*) His services being no longer required.	Brigade Commander	....
(*vi*) On compassionate grounds before fulfilling the conditions of his enrolment.	Ditto ..	The Brigade Commander will exercise this power only when he is satisfied as to the *bona fides* of the application and when the application discloses the existence of compassionate grounds.
(*vii*) All other classes of discharge.	Commanding Officer	Candidates who are considered unlikely to become efficient Indian Supplementary Reservists will be dealt with under this para.

22. The date from which the discharge will be authorized to take effect will be the date specified by the competent authority in accordance with the provisions of I. A. A. Rule 12.

23. *Discharge Certificate.*—On discharge an Indian Supplementary Reservist will be furnished with a discharge certificate (I. A. F. Y. 1949) by the O. C. Reservists concerned.

SECTION III.—Discipline.

24. The Indian Supplementary Reserve forms part of the active Indian Army Reserve, and Indian Supplementary Reservists are subject to military law at all times; they are also subject to the provisions of the Indian Reserve Forces Act, 1888; to the Indian Reserve Force Rules 1925; the Indian Supplementary Reserve Regulations, and Regulations for the Army in India, in so far as they apply. When called out for military service they will form part of the regular forces.

25. When a man belonging to any Arm of His Majesty's Forces is found to have enrolled as an Indian Supplementary Reservist,

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the case will be referred to Army Headquarters through the prescribed channels.

26. Indian supplementary reservists who fail to report on mobilization will be dealt with under the Indian Reserve Forces Act, Section 6, or under the Indian Army Act.

SECTION IV.—GENERAL DUTIES.

27. *Reports of deaths.*—Whenever the death of a man of the Indian supplementary reserve occurs, it will be notified in Part II orders by the O. C. supplementary reservists concerned, a copy being sent in the case of category 'A' reservists, to the O. C. unit concerned.

28. *Records of service.*—In addition to the normal entries, such as name, address, etc., a record of particulars of service, pay, bounties, promotion, next-of-kin, etc., of Indian supplementary reservists will be kept on both the original and record copy of the sheet roll.

In addition, the undermentioned details connected with the Indian supplementary reservist's service will be entered on his sheet roll :—

(*a*) Extension of service in the Indian supplementary reserve.

(*b*) Reduction.

(*c*) Convictions by court martial or civil power.

(*d*) Details of service.

In the case of category 'A' reservists the details will be entered on the original copy from Part II Orders furnished to the O. C. reservists by the O. C. Unit.

29. *Periodical returns.*—The following return is required in the case of the Indian supplementary reserve to be furnished in time of peace. Single copies only are required unless otherwise directed, and unless otherwise indicated returns will be sent to Army Headquarters—

Monthly return of strength and distribution.—In manuscript, rendered by O. C. reservists concerned to A. H. Q. made up to the 1st of each month and despatched by the 7th.

30. *Records.*—The following procedure will be observed with regard to the preparation, maintenance and custody of documents :—

(*a*) In the case of category B, Indian supplementary reservists, both sheet rolls and the enrolment form will be retained by the O. C. reservists. The O. C. reservists will be responsible for recording variations of service, etc., on the sheet rolls and on the enrolment form, from Part II orders.

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(*b*) The O. C. unit in the case of category A, and the Os. C. reservists in the case of category B Indian supplementary reservists, will prepare the following documents :—

Sheet roll (in duplicate).

Medical history sheet.

The enrolment form will be prepared by the enrolling officer.

31. When an Indian supplementary reservist becomes non-effective his documents will be disposed of as follows :—

Nature of Casualty.	Original Sheet Roll.	Record Sheet Roll.	Enrolment Form.
Death	Retained by O. C. reservists for 25 years as a record.	Retained for 25 years as a record.	Retained for 25 years as a record.
Desertion	Ditto ..	Ditto ..	Ditto.
Discharge ..	Handed to reservist	Ditto ..	Ditto.
Transfer to other corps or other cause of casualty.	Sent to O. C. unit or reservists to which transferred.	Sent to O. C. unit or reservists to which transferred.	Sent to O. C. unit or reservist to which transferred.

SECTION V.—FINANCE.

32. On being called out on mobilization the conditions of service of members of the Indian supplementary reserve will conform in all respects to those of the Indian army. Pay and allowances at rates in accordance with his rank, group and class, will be admissible for a member of the Indian supplementary reserve, from the date of joining at the place at which he is ordered to join on being called out on mobilization, when he will be graded, as regards pay, etc., according to his qualifications.

Indian supplementary reservists, category A, will also be eligible for the rates of pay shown in Appendix 2, when undergoing initial or annual training.

33. Until called out on mobilization, Indian supplementary reservists of category B will not be entitled to any emoluments, except that they will be eligible for bounties under paragraph 34.

34. *Bounty.*—

(*i*) Indian supplementary reservists, category A, will be paid a monthly bounty, varying from Rs. 4 to Rs. 6 in

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accordance with the scale in Appendix 2 for the periods during which they are not called up for training while serving in the reserve. [*See* (*iii*) below for details of payment.]

(*ii*) Indian supplementary reservists, category B, will be paid an annual bounty, varying from Rs. 48 to 72 in accordance with the scale in Appendix 3. The annual bounty admissible will be drawn proportionately in relation to the period of service rendered in the reserve.

(*iii*) These bounties will be paid to the Indian supplementary reservist in the case of category A when he comes up for annual training, and in the case of category B when he comes up for annual trade testing. B. 192 (A. G.-5).

35. *Free conveyance or allowance in lieu, subsistence and road allowance.* B.-2615 (A. G.-6).

(a) *Free conveyance, or allowance in lieu.*

(*i*) All recruits, except those obviously unfit, presenting themselves for enrolment, either unaccompanied or brought in by recruiters, will be entitled to free conveyance by rail, river, canal, and sea from their homes or places of residence to the recruiting or medical examination station. They will be paid their actual fares.

(*ii*) In lieu of above, and provided expenditure has actually been incurred, the recruiting or enrolling officer may pay to the recruit (or recruiter who brought in the recruit), a sum not exceeding Rs. 2. The amount paid will cover not only the cost of the rail fare of the recruit as well as that of the recruiter, but will also include the subsistence authorised under (*b*) (*i*) below.

(*iii*) In addition to (*i*) above, journeys to and from places of trade test will be performed at state expense.

(*iv*) All recruits finally approved as well as those rejected medically or in trade test will be entitled to free conveyance back to their homes or places of residence from the recruiting, medical examination or trade test station, as the case may be.

(b) *Subsistence allowance.*

(*i*) at annas 4 per diem from the date a recruit leaves his home or place of residence up to the date of approval or rejection by the medical officer after acceptance in the first instance by the recruiting or enrolling officer. [This subsistence allowance will not be admissible if the procedure in clause (*a*) (*ii*) is adopted].

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(*ii*) at annas 4 per diem from the date of approval by the medical officer up to the date of final approval or final rejection by the recruiting or enrolling officer, that is after result of trade test. This subsistence allowance is admissible irrespective of whether the procedure in clause (*a*) (*i*) or clause (*a*) (*ii*) is followed.

NOTE No. 1.—No free conveyance or payment in lieu will be admissible to obviously unfit recruits, that is, recruits rejected in the first instance by the enrolling officer.

NOTE No. 2.—Recruiters who bring in no recruits or who bring in recruits who on arrival at the recruiting station, are found unfit, will be entitled to free conveyance for themselves by rail, river, canal and sea.

NOTE No. 3.—When the enrolling officer is satisfied that the full amount has not been expended he may sanction such portion of the Rs. 2, as he considers will meet the expenditure incurred on account of the recruit.

(c) *Road allowance.*

In addition to the concessions at (*a*) and (*b*) above, an allowance of annas 2 per 15 miles will be granted to recruits for road journeys when returning home whether finally approved or rejected, except those rejected as obviously unfit.

36. *Cessation on mobilization.*—The issue of these bounties will cease in all cases with effect from the date a reservist comes on to full rates of pay, on being called up for service, or for annual training, in the case of Indian supplementary reservists, category A.

37. The grant of bounty will be conditional upon reservists residing in British India or Burma and reporting annually for trade-testing to the O. C. reservists, or other appointed authority. In the case of category A Indian supplementary reservists, the grant of the bounty will also be conditional on the reservist carrying out the prescribed training.

39. An Indian supplementary reservist who is convicted of an offence and awarded imprisonment by the civil power, by court martial or by his commanding officer, will forfeit bounty for the period he is in military custody or for the period of his imprisonment.

40. An Indian supplementary reservist who makes, or allows to be made, any alteration or erasure in, or otherwise tampers with his identity certificate or any other official document in his possession, shall be liable to forfeit the whole or any portion of the bounty as the O. C. reservists or the brigade commander may decide.

41. *Accounting.*—The accounting service for pay and bounty will be carried out by the C. M. A. of the district concerned, in direct communication with the O. C. unit in the case of category 'A', and O. C. reservists in the case of category 'B.'

42. Pay and allowances for the period of training, and bounty money admissible to reservists, category 'A' will be drawn by the

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O. C. of the unit to which the reservists are attached for training, in the same manner as for Indian army reservists in accordance with the rules laid down in paragraphs 245—251, Financial Regulations for the Army in India, Part II.

Bounty money payable to reservists category 'B' will be drawn by Os. C. reservists through pay list prepared (separately for the purpose) by unit accountants attached to their units when the reservists come up for trade-testing. In the event of trade-testing being carried out by authorities other than O. C. reservists (*vide* paragraph 37) the latter will remit the bounty money to the former for payment to the reservist.

43. *Identity certificates.*—Each Indian supplementary reservist entitled to the bounty will, on enrolment into the Indian supplementary reserve, be furnished with a parchment certificate (I. A. F. Y.-1953) compiled by the O. C. reservists and passed to the C. M. A. concerned for issue. Before passing the parchment certificate to the C. M. A. for issue, the O. C., reservists, will ensure that the thumb impression of the man is affixed, duly attested by an officer, in the blank space on the bottom left corner on the reverse of the certificate. B.-5561 (A.G.-6).

44. A record of payments (see paragraph 42) will be kept on I. A. F.A.-22.

SECTION VI.—Training.

45. The training to be carried out by Indian supplementary reservists, category A, will be in accordance with the details given in Appendix 5.

46. The duration of the training will be one month initial and one month annual training, except in the case of electricians who will do two months initial training. The annual training will commence in the second year of service.

47. The training will be carried out with the units to which the Indian supplementary reservists, category A, are attached and the O. C. of the unit will be responsible for arranging the training.

Os. C. reservists concerned will notify Os. C. units of the names and addresses of all Indian supplementary reservists attached to their units.

48. The O. C. unit will enter a record on the sheet roll of each Indian supplementary reservist, category A, of each training carried out. The O. C. reservists will also be notified by O. C. unit of the completion of each training for record in the original sheet roll.

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SECTION VII.—CLOTHING AND EQUIPMENT.

49. A free initial issue of clothing and equipment will be made to each Indian supplementary reservist, category B, on mobilization in accordance with the scale laid down for his particular category in the regular army. This will be to field service scale.

50. *Field service.*—Clothing for Indian supplementary reservists, category 'A' and 'B', will be held as follows:—

(*a*) *Category 'A'.*—F. S. clothing will be held by units with which they carry out their training.

(*b*) *Category 'B'.*—

(*i*) In the case of units existing in peace, by the O. C. reservists concerned, *vide* Appendix I.

(*ii*) In the case of units not existing in peace, by the arsenal or clothing depot nearest to the station at which the unit will be raised.

51. Indian supplementary reservists, category A, will receive a free issue of clothing and equipment on joining for training, in accordance with the peace scale laid down for the arm of the service to which they belong.

52. The equipment of Indian supplementary reservists, category A, after enrolment, will be dealt with in the same way and under the same rules as for the normal Indian army reservists.

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APPENDIX 1.

Indian Supplementary Reserve.

Officers who will act as Officers Commanding, Indian Supplementary Reservists.

Serial No.	Arm of the Service for which enrolled.	Officer Commanding, Indian Supplementary Reservists.	Remarks.
1	2	3	4
1	Royal Artillery ..	O. C., R. A. T. C., Muttra	
2	Mountain and Light Artillery.	O .C., M. A. T. C., Lucknow.	
3	Engineers ..	O. C., Eng neer Depot, Lahore.	
4	Indian Signal Corps	O. i/c Records, Signal Training Centre, Jubbulpore.	
	I. A. S. C. Supplies.		
5	Nos. 6 and 11 Supply Issue Sections.	O. C. "K" Supply Depot Company, Peshawar.	
	No 10 Supply Issue Section.	O. C. "N" Supply Depot Coy., Kohat.	
	Nos. 28, 39 and 41 Supply Issue Sections.	O, C. "G" Supply Depot Coy., Quetta.	
	Nos. 48 and 49 Supply Issue Sections.	O. C. "M" Supply Depot Coy., Bannu.	
	Nos. 1, 2 and 3 Supply Workshop Sections.	O. C. "K" Supply Depot Coy., Peshawar.	
	No. 4 Supply Workshop Section.	O. C. "N" Supply Depot Coy., Kohat.	
	Nos. 5 and 6 Supply Workshop Sections.	O. C. "M" Supply Depot Coy., Bannu.	
	Nos. 7, 8 and 9 Supply Workshop Sections.	O. C. "G" Supply Depot Coy., Quetta.	
	No. 10 Supply Workshop Section.	O. i/c Supplies, Lahore.	

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Appendix XLIII.

Serial No.	Arm of the Service for which enrolled.	Officer Commanding, Indian Supplementry Reservists.	Remarks.
1	2	3	4
	I. A. S. C. Supplies. —contd.		
	No. 11 Supply Workshop Section.	O. i-c Supplies, Karachi.	
	No. 12 Supply Workshop Section.	O. i-c Supplies, Bombay.	
	Nos. 1 and 2 Railhead Supply Detachments.	O. C. " K " Supply Depot Coy., Peshawar.	
	No. 3 Railhead Supply Detachment.	O. C. " G " Supply Depot Coy., Quetta.	
	Mechanical Transport.		
	No. 1 H. R. S. (M. T.) Class I.	O. C. H. R. S. (M. T.) Class I, Chaklala.	
	No. 2 H. R. S. (M.T.) Class II.	O. C. H. R. S. (M. T.) Class II, Peshawar.	
	No. 3 H. R. S. (M.T.) Class II.	O. C. H. R. S. (M. T.) Class II, Quetta.	
	No. 6 H. R. S. (M.T.) Class II.	O. C. Workshop Section, Bannu.	
	No. 4 H. R. S. (M.T.) Class II.	O. C. H. R. S. (M. T.) Class II, Bombay.	
	No. 19 M.T. Coy. (M. R. U.)	No. 19 M. T. Coy., Karachi.	
	No. 20 M. T. Coy. (M. R. U.)	No. 20 M. T. Coy., Chaklala.	
	No. 21 M. T. Coy., (M. R. U.)	No. 21 M. T. Coy., Peshawar.	
	No. 22 M. T. Coy. (M. R. U.)	No. 22 M. T. Coy., D. I. Khan.	
	Animal Transport.	" B " Transport Depot, Lahore.	
		" C " Transport Depot, Meerut.	

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Serial No.	Arm of the Service for which enrolled.	Officer Commanding, Indian Supplementary Reservists.	Remarks.
1	2	3	4
6	I. H. C. ..	O. C., No. 8 I. H. C. Company, Lucknow.	No. 2 Coy. I. H. C. when the organization takes place.
7	I. A. O. C. ..	C. O. O., Kirkee Arsenal.	
8	Indian Cavalry ..	Os. C. Indian Cavalry Group Centre Regiments.	
9	I. A. V. C. ..	Officer i/c I A V. C. Depot, Ambala.	
10	Embarkation ..	Embarkation Commandant, Bombay.	

B.-2642 (A. G.-6).

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APPENDIX 2.

Trades in the Indian Supplementary Reserve Category " A ".

Trades.	Nos. in the Reserve.	Monthly Bounty.	Period of training required.		Monthly pay during training.
			First year.	Subsequent years.	
		Rs.			Rs.
Electricians ..	63	6	2 months	1 month	90
Fitters M. T. ..	746	6	1 month	1 month	90
Tin and copper-smiths.	62	5	1 month	1 month	75
Vulcanisers ..	39	4	1 month	1 month	50
Total ..	910				

Ration allowance at 0-4-0 per diem will also be admissible.

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APPENDIX 3.

Trade in the Indian Supplementary Reserve Category "B."

Trades.	Number in the reserve.		Annual Bounty.
			Rs.
Acetylene welders	7		
Electricians	37		
Springsmiths	12		
Tin and coppersmiths	46		
Armature winders	7	166	72
Boilermakers	7		
Fitters drivers	41		
Panel beaters	9		
Blacksmiths M. T.	62		
Fitters M. T.	450		
Fitters	67	614	60
Ice mechanics	28		
Instrument repairers	7		
Cooks B. T.	22		
Coopers	9		
Blacksmiths	136		
Shoeing smiths	56		
Carpenters	461		
Hammermen	74		
Palanmakers	81		
Saddlers	358		
Leather stitchers	35		
Tinsmiths	213	2,129	48
Upholsterers	95		
Bricklayers (and masons)	145		
Drivers, oil engine	112		
Drivers, steam engine	21		
Electric linesmen	18		
Plumbers	28		
Sawyers	31		
Ward servants	164		
Paulin makers	46		
Switchboard attendants	24		
Total	2,909		

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APPENDIX 4.

Indian Supplementary Reserve.

Conditions under which trade tests for Indian supplementary reservists will be carried out. Details of tests will be as follows:—

B.-5822—(A. G.-6).

Reservists of Engineer Units.—The trade test should, if possible be carried out under the supervision of a R. E. officer. Except in cases where trade tests are carried out in a military or railway workshop the results of the tests should be forwarded to an R. E. officer of field rank for scrutiny, and he will decide whether the individual is acceptable or not. Details for trade tests will be the same as those laid down for the engineers in the R. E. Corps Memo. (India) (now under compilation), in so far as S. and M. trades are concerned. For other trades, the tests will be those laid down in this Appendix.

I. A. S. C. (A. T.)

Blacksmiths.

1st Grade.—Same as 2nd grade with the addition of the following:—

Re-tyre a wheel with the usual assistance.

Make a swivel with pins for draught saddle.

Make up bolts and nuts.

Remove rivet from Mark VI cart; make up new one and re-rivet.

Examine axle bars and curricle bars and report whether condemning limit has been reached; gauges to be used.

Make up an iron curricle from sketch or description, *e.g.*, chopper for cutting up green fodder.

Be able to supervise work of 2nd grade blacksmiths and to train recruit blacksmiths.

2nd grade.

Take a cart to pieces for despatch by rail and re-assemble.

Repair heel and foot chains.

Straighten pegs picketing iron, and re-head and re-point same.

Make a non-folding hoof pick out of an iron rod.

Make up loop for curricle bar.

Make up a permanent picketing peg out of scrap iron.

Make up simple smiths tool, *e.g.*, tongs.

Make up iron work for shackles.

Make a lashing ring for cart transport.

Make a Dee with hook and chain for draught breastcollar.

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Carpenters.

3rd grade.

Make up a cart seat out of a plank fit iron work which will be provided.

Sharpen irons of planes, and say when jack and smoothing planes should be used.

Cut out and shape roughly a spoke and felloe.

Cut out and shape a spoke and felloe ready for the cart wheel.

Put in slip spokes and felloes.

Make a mortice and tenon and fit together.

2nd grade.—As above for 3rd grade with the addition of the following:—

Prepare a wheel for a re-tyring, using new spokes and felloes issued from stores.

Make an emergency repair to a broken cart pole.

Sharpen and set a saw.

Be able to say what wood is suitable for:—

(*i*) Pole.

(*ii*) Spokes.

(*iii*) Felloes.

Make up a wooden article from sketch or description, *e.g.*, small dovetailed box.

Supervise work of 3rd grade carpenters and train recruit carpenters.

Saddlers.

2nd grade.

Make up leather work for shackles.

Make a headcollar, iron work being provided.

Carry out minor repairs to harness.

Make up a trace complete iron work being provided.

Make a breaching, iron work being provided.

Cut up leather for straps.

1st grade.

Make up a pair of baggage ropes.

Make a draught breast collar iron work being provided.

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Make up a riding saddle, saddletree iron, and brass work being provided.

Cut up leather for repairs.

Make up a leather article from sketch or description, *e.g.*, straight jacket for mule breaking.

Supervise work of 2nd grade saddlers and train recruit saddlers.

Note.—For the above work, harness needles only to be used (not hook awl) with thread waxed with cobblers wax.

Shoeing smiths.

2nd grade.

Remove shoes, prepare foot, fit a cold shoe, nail on and finish off (horses and mules) shoe an ox (only applicable to shoeing smiths of the I. A. S. C.).

Possess an elementary knowledge of the anatomy of the horses foot.

1st grade.—In addition to the above, the following:—

Make any regulation pattern shoe from bar iron or old shoes.

Prepare foot, fit a shoe hot, nail on and finish off.

Be capable of instructing men as 2nd grade shoeing-smiths.

Trade test for A. T. artificers will be carried out at:—

'A' Transport Depot, Sialkot.

'B' Transport Depot, Lahore.

'C' Transport Depot, Meerut.

I. A. S. C. (Supplies).

Trade tests will be carried out in supply depots under the supervision of the officer commanding, supply depot.

Carpenters.

Must be able to use and keep in good order carpenters tools.

Make simple joints such as mortice and tenon and common dove-tailing.

Make a box of certain specified dimensions.

Assemble a cask from shake.

Closing up and wiring packing cases, etc.

Tinsmiths.

Must have a good knowledge of all tools and apparatus in general use in the trades, soldering bits, blow lamps and blow pipes.

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Fluxes and solders for use with various metals.

Carry out soft soldering and re-tinning.

Make simple utensils such as funnel, parabue, etc., etc.

Paulin Makers.

A simple test of patching and repairing paulins.

Make a canvas bag of a given size.

I. A. S. C. (M. T.)

(*a*) Trade tests are laid down in the regulations governing the issues of tradesmen's rates of pay which have been made applicable to India and they are being reproduced in a pamphlet of trade tests (now under compilation).

(*b*) The tests should, if possible, be carried out in an M. T. workshop, if they are carried out in other than an M. T. workshop, an M. T. technical workshop Officer must be present to supervise the test.

(*c*) Indian supplementary reservists may qualify in any of the classes laid down, and though the fact of having qualified in one of the higher classes does not affect the amount of bounty, qualification in one of the higher classes means that men will draw the pay of that class, according to groups when called up for service and category 'A' men will draw the pay of that class when doing their training in peace.

Acetylene welder.

Class 3.

(*a*) Must be able to prepare and use a plant for welding, either high or low pressure systems, but not both.

(*b*) (1) Must be able to cut a rolled steel section up to ½ inch thickness to a given line.

(2) Must be able to weld M. S. plates up to a thickness of ¼ inch.

(3) Must be able to build up in a skilled manner simple worn parts.

(*c*) Must be able to explain the function of every part of a welding plant.

Class 2.—As for class 3, and in addition:—

(*a*) Must be able to use both high and low pressure systems and be able to detect and rectify any fault in them.

(*b*) Must be able to perform such repair work as the following:—

(1) Weld up a simple crack or defect in cast iron.

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(2) Weld a cracked boiler.

(3) Weld a steel girder.

(*c*) Must understand and be able to use the muffle.

(*d*) Must be able to work from simple drawings and sketches.

Class I.—As for class II, and in addition.—

(*a*) Must have a thorough knowledge of pre-heating and annealing.

(*b*) Must be able to carry out difficult repairs in cast iron—

Such as repairing cracked cylinders, water jackets, and cylinder heads and execute in a skilled manner any welding that may be required, including overhead work.

(*c*) Must be able to read dimensioned drawings and estimate quantities.

(*d*) Must be able to instruct men in acetylene welding.

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(A. G.-6.)

Engineer units (E. & M.).

Armature winder.

Class III.

Must be able to rewind the armatures and field coils of fans and small motors and carry out the tests appertaining thereto.

Class II as for Class III, and in addition :—

(*a*) Must be able to trace faults in any kind of generator and motor and carry out the necessary repairs.

(*b*) Must be able to rewind any type of motor or generator armatures.

(*c*) Must understand the different types of "lap" and "wave" winding and their uses.

(*d*) Must be able to take down, repair and reassemble commutators.

Class I as for class II, and in addition :—

(*a*) Must be able to wind a stripped armatures to a winding diagram.

(*b*) Must have a good practical knowledge of electricity and magnetism and a fair theoretical knowledge.

(*c*) Must be able to instruct men in armature winding.

Ice mechanics.

Class III.

(*a*) Must have a sufficient practical knowledge of refrigeration to take charge of a one ton ice plant of the ammonia type.

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(*b*) Must be able to charge a one ton ice plant correctly.

(*c*) Must be able to trace simple faults and carry out simple repairs on the above plant (not including the prime mover) including the making of proper ammonia-tight pipe joint.

(*d*) Must be able to read and write sufficient English to keep up the log sheets appertaining to the plant.

Class II as for class III, and in addition :—

(*a*) Must have a fair theoretical knowledge of refrigeration and be able to take charge of any ice plant likely to be met with in the service.

(*b*) Must be able to carry out all ordinary overhauls and replacements of the above and be able to diagnose all the ordinary faults.

(*c*) Must have a working knowledge of the types of prime movers normally used in connection with the above plants.

Class I as for class II, and in addition :—

(*a*) Must have a good practical and theoretical knowledge of refrigeration and cold storage.

(*b*) Must be able to instruct men as ice mechanics.

(*c*) Must be able to take charge of the complete erection of any ice plant up to 10 tons capacity.

Instrument repairers.

Class III.

(*a*) Must be able to do simple light fitting work ; simple turning on a small lathe ; simple engraving ; simple soldering and brazing.

(*b*) Must be able to make and temper small springs of steel and bronze.

(*c*) Must be able to check and calibrate instruments from a standard.

(*d*) Must have some knowledge of the principles of construction of the electrical or mechanical or optical instruments (such as voltmeters, ammeters, speedometers, pressure gauges, micrometer gauges, theodolites, magnetic compasses, etc.) in use in his branch of the corps concerned.

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(*e*) Must be able to work to simple sketches.

(*f*) Must have an elementary knowledge of either :—

(*i*) Electricity and magnetism, or

(*ii*) Optics.

Class II as for class III, and in addition :—

(*a*) Must have a good knowledge of light fitting, turning (including screw cutting), calibrating, engraving (hand and machine), soldering and brazing, and manufacture hardening and tempering of small graving tools, flat drills, taps, screw plates, drifts, punches, etc.

(*b*) Must have a good knowledge of the construction of, and be able to test and overhaul, all instruments in use in his branch of the corps concerned ; must be able to polish and lacquer metals.

(*c*) Must have a fair knowledge of electricity and magnetism, or optics, as far as the subject is involved in the working of the instruments referred to in paragraph (*b*) above.

(*d*) Must have a knowledge of the principles of pattern making, moulding and casting.

(*e*) Must be able to read drawings dimensioned in either the fractional or the decimal system.

Class I as for class II, and in addition :—

(*a*) Must be able to perform in a thoroughly skilled and expedition manner any hand or machine tool work (including the cutting, drilling, grinding and polishing of glass, except lenses) involved in the repair of any instrument used or dealt with by his branch of the corps concerned.

(*b*) Must be able to make dimensioned sketches.

Electric linesmen.

Class III—

(*a*) Must have a fair knowledge of the construction of L. T. overhead lines both A. C. and D. C.

or of the different methods of laying cables underground.

(*b*) Must have a fair knowledge of elementary testing and primary batteries.

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Class II—

(*a*) Must have a good knowledge of the construction of overhead lines and of the different methods of laying cables underground.

(*b*) Must know what precautions and protective devices are necessary in connection with H. T. overhead lines.

(*c*) Must have a good knowledge of elementary testing and primary batteries.

Class I as for class II, and :—

Must be thoroughly capable of superintending all work in connection with power distribution, whether overhead or underground. A. C. and D. C., H. T. and L. T.

Switchboard attendant.

Class III—

(*a*) Must have a sufficient practical knowledge of D. C. machinery to take charge of a simple 2 wire switchboard controlling up to 100 k. w. and a simple battery charging switchboard.

(*b*) Must be able to read and write English sufficiently to keep up log sheets.

Class II as for class 3 and—

(*a*) Must have a sufficient practical knowledge of D. C. *or* A. C. machinery to take charge of 3 wire D. C. or 3 phase A. C. switchboard controlling up to 500 k. w.

(*b*) Must have a fair knowledge of secondary batteries.

Class I as for class II and—

(*a*) Must have a good practical knowledge and a fair theoretical knowledge of both A. C. and D. C. and be able to take charge of any A. C. and D. C. switchboard up to 1,000 k. w.

(*b*) Must be able to take entire charge of a small sub-station containing rotary covertors or motor generators up to 1,000 k. w.

Other arms.

Trade tests for the remaining personnel will be in accordance with existing tests which are laid down from time to time.

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APPENDIX 5.

Details regarding training for Indian supplementary reservists class 'A'.

1. **Electricians.**—Training to be specially directed to the electrical installations of M. T. vehicles. This means the general lay out and wiring of electric lighting and starting sets, peculiar to each make of vehicle in the service, repairs and maintenance to the above outfits including repairs and adjustments to standard makes of magnetos in use. Charging of batteries, accumulators and adjustments to electrical regulators and cut-outs. Familiarity with all designs and working of all makes of electrical sets in the service.

2. **Fitters M. T.**—

(*a*) Familiarity with and use of tools used for precision work.

(*b*) Repair and refitting of M. T. vehicles parts during overhaul, including fitting of new spare parts.

(*c*) Erecting of repaired parts to complete units, such as, engines, gear-boxes, transmission and axles, steering gear, etc.

(*d*) Erecting complete units in chassis frames.

(*e*) Tests and truing up of completely overhauled chassis Familiarity with all makes of vehicles in the service.

3. **Tin and copper smiths.**

Repair during overhaul of piping and tube work, radiators petrol tanks, lamps, and sheet metal parts, etc., during overhaul of M. T. vehicles.

Familiarity with pipe and sheet metal work peculiar to each make of vehicle in the service.

4. **Volcanists.**

Use and operation of vulcanizing plants in use in the service.

Repair of inner tubes and outer covers.

Familiarity with all classes of repair work undertaken.

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APPENDIX XLIV.

Provisional regulations under which Indian officers with Viceroy's commissions may be granted permanent commissions in the Indian army.

1. **Commissions granted.**—Permanent commissions as second-lieutenants in the Indian cavalry and Indian infantry will be granted to Indian officers of the regular Indian army with Viceroy's commissions, fulfilling the conditions, set forth in these regulations, who undergo a course of instruction at the Royal Military College, Sandhurst, and obtain a satisfactory report therefrom. A candidate will not be accepted unless in the opinion of the Government of India he is in all respects suitable to hold a commission.

2. **Number of candidates.**—The number of candidates selected annually will be five but this number may be varied according to the requirements of the service.

3. **Qualifications necessary.**—Candidates for admission to the Royal Military College, Sandhurst, will be selected from those recommended by the'r commanding officers in the form given in Appendix "A" to these regulations.

To be eligible for recommendations by his commanding officer a candidate must:—

(*a*) be medically fit,

(*b*) be in possession of the Indian army special certificate of education,

(*c*) pass a special examination in order to test his ability to speak and write English and to understand lectures given in that language,

(*d*) be a Viceroy's commissioned officer, and have held that commission for 6 months prior to the date on which he is recommended,

(*e*) be under 25 years of age (exceptionally deserving cases above this age limit may be forwarded for special consideration on their merits),

(*f*) be a British subject and the son of a British subject or a subject of an Indian state declared eligible for appointment to any military office under the Crown to which a native of British India may be appointed.

4. No candidate will be recommended unless his commanding officer certifies that he has been employed in a capacity where he has shown power of leadership. The commanding officer must also certify that the character, military attributes, social standing and moral bearing of the candidate are such as to warrant his being trained for a permanent commission, and that he would be willing to accept him when trained, as a squadron, or company officer in his unit.

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5. The brigade commander will interview the candidate and will state his opinion as to the candidate's fitness and suitability. The general officer commanding-in-chief the command will then forward the recommendation to Army headquarters, India.

6. Recommendations on the recommendation form in Appendix "A" must be submitted so as to reach the Military Secretary, Army headquarters, by the 1st April and 1st September, annually.

7. All recommendations received at Army headquarters will be considered together, and a selection, up to the required number, will be made according to the merits of the candidates.

8. A candidate will be examined by a medical board who will state on the recommendation form whether the candidate is physically fit for service as an officer of the regular Indian army. The board will be guided by the instructions for the examination of candidates appearing for the Army and Air Force entrance examination, laid down in Appendix I of the provisional regulations respecting admission of Indian gentlemen to the Royal Military Academy, Woolwich, the Royal Military College, Sandhurst, and the Royal Air Force Cadet College, Cranwell (1928).

B.-7544 (A. G.-9).

9. **Object of course of training at the Royal Military College, Sandhurst.**—The course is designed—

(*a*) To give the cadet a broad view of his profession as a whole and his responsibilities as a servant of the state.

(*b*) To inculcate and develop the essential military characteristics of leadership, discipline, physical fitness and a high sense of duty.

9-A. **Description of course.**—The course consists of three term extending over a period of approximately 18 months.

The length of the terms is unequal and the course consists of from 9 to 54 working weeks in accordance with whether the cadet joins by September 1st or February 1st.

The normal syllabus is made up for a 49 weeks course. When the extra five weeks occur, the extra time will be devoted at the discretion of the instructors to those subjects which are considered most beneficial to the individual concerned.

In accordance with the object of the course the principle subjects are :—

(*a*) History.

(*b*) Civil organization and administration, book-keeping and accountancy, leading to military organization and administration.

(*c*) Principles of common law leading to military law.

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(*d*) Tactics.

(*e*) Voluntary courses in either French, German, economics mechanics, electricity or chemistry.

(*f*) Drill.

(*g*) Physical training and athletics.

(*h*) Equitation.

10. **General syllabus.**—The general syllabus is divided into three main sections :—

Section 1.—" The general study of war."

Section 2.—" The study of organization and administration."

Section 3.—" The detailed study of war."

Each section consists of certain obligatory and certain voluntary subjects.

10-A. **Voluntary subjects.**—Each cadet will specialise in one only of the following subjects :— B.-7544 (A.G.-9).

(*a*) French.

(*b*) German.

(*c*) Economics, including economic history.

(*d*) Mechanics.

(*e*) Electricity.

(*f*) Chemistry.

11. At the conclusion of the cadets period of residence there will be an examination conducted by independent examiners. The results of this examination combined with the progress reports in each term (see paragraph 11-A below) will determine the cadets place on the passing-out list. B.-7544 (A.G.-9).

In order to qualify for a commission a cadet must obtain sixty per cent. of the total marks allotted for the examination and forty per cent. of the total marks allotted to each subject. He must also have attained each term the standard set out in paragraph 11-A below. Any cadet who fails to obtain the percentages mentioned above will be specially reported on by the commandant of the college who will definitely say whether he recommends the cadet as fit for a commission or not.

11-A. In order to ensure due diligence during a course the commandant will ensure by practical tests, company marks or any such means as seem to him necessary, that cadets passing from one division to another attain a standard that would represent not less than sixty per cent. of the marks in an examination on the terms work.

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B.-7544
(A.G.-9).

The results of these tests, etc., will be taken into consideration in estimating the relative final position of the cadet when passing out

12. The case of a cadet who misses an examination or part of an examination, owing to sickness or through no fault of his own, will be specially considered by the commandant.

13. Cases of protracted absence on account of ill-health will be reported to the Under Secretary of State for India, for decision.

14. Viceroy's commissioned officers on joining the Royal Military College, Sandhurst, will be called "*gentlemen cadets*" and will be under the control of the commandant.

15. **Discipline.**—Cadets will remain subject to military law and any offences committed by them can be dealt with under the Indian Army Act.

16. A cadet is liable to be removed from the college :—

(*a*) For a serious military offence.

(*b*) For normal or physical unfitness.

(*c*) For unsatisfactory progress in his studies or physical exercises ; or

(*d*) if reported by the commandant as not likely to become an efficient officer.

17. Special manuscript progress reports will be made out for cadets at the end of each month. Cadets will be shown their reports and will initial them. In recommending a cadet for removal under paragraph 16, the commandant will forward with his recommendation all the cadet's monthly reports.

18. Cadets are required to appear at all times in uniform except when on leave or when otherwise exempted by the commandant.

19. Cadets while on the strength of the Royal Military College will comply with all college orders and be subject to college discipline.

20. Viceroy's commissioned officers while cadets at the Royal Military College, Sandhurst, will be entitled to their Indian rates of pay, but will not receive army rations or allowances. They will be seconded and borne supernumerary to the establishment of their units. They will not be eligible for any promotion in rank while at the college.

21. These cadets will receive the pay of their Viceroy's commissioned rank during the whole period of the course but will be required to agree in writing to the following conditions of issue :—

(*a*) Only a payment of 2 shillings a day out of their pay will be made to each cadet during term period.

(*b*) The remainder of the army pay will be treated as deferred pay

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(c) The deferred pay will be handed over to the cadet on his being commissioned or on his finally leaving the college.

22. The cost of messing, washing, books and other contingent expenses, will be admitted as a charge against the state for each cadet so long as he is actually residing at the Royal Military College, Sandhurst.

23. During vacations a cadet may draw the pay and allowances to which he would ordinarily be entitled while on leave from his unit in India. No charge against army funds for messing, etc., at the Royal Military College will be made during such periods but the pay of rank will be increased by a further payment from the state to such extent as will bring the total sum available for the whole vacation period to £140.

24. An outfit allowance of £100 will be granted to each cadet on being granted a permanent commission.

25. Viceroy's commissioned officers on joining the Royal Military College as cadets will take with them their clothing and necessaries as laid down for their branch of the Indian army, but will not take arms or equipment. Cadets will be assisted in connection with the purchase of European clothes and incidental expenses on arrival in England, if necessary. Application for financial assistance in this respect should be submitted to the India Office.

26. Each Viceroy's commissioned officer on joining the Royal Military College will be supplied with uniform and equipment as worn by gentlemen cadets under arrangements to be made by the India Office, the cost being met from public funds. Each cadet will also be supplied with a bicycle for use during his residence at the college.

27. Cadets holding Viceroy's commissions who fail to qualify at the Royal Military College, Sandhurst, for a permanent commission will be returned to India at public expense and be given the option of taking their discharge from the Indian army or of reverting to their unit in the rank they held. In the latter course they will be absorbed in the first vacancy that occurs in their rank and class.

28. **Service for Pension.**—The service for pension of Viceroy's commissioned officers granted permanent commissions under this scheme will be regulated as follows:—

(*i*) Half the period of any pensionable service rendered in the ranks prior to receiving a Viceroy's commission;

(*ii*) all service as a Viceroy's commissioned officer; and

(*iii*) all service as a permanent commissioned officer, will be reckoned for purposes of pension; and

(*iv*) the minimum service reckoned as in (*i*) (*ii*) and (*iii*) above will be 18 years in order to qualify for a retiring pension as in the case of a British officer.

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29. **Service for promotion.**—His Excellency the Commander-in-Chief will be empowered to permit the whole of an officer's previous service as a Viceroy's commissioned officer, and up to half his service in the ranks, to count for promotion as a King's commissioned officer.

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APPENDIX " A ".

Roll of an Indian officer recommended for a course of training at the Royal Military College, Sandhurst, with a view to the grant to him of a permanent commission in the Indian army.

1. Unit .....
2. Rank and name .....
3. Religion, class or tribe.....
4. Father's name and residence.....
5. Date of enlistment.....
6. Age on enlistment.....
7. Date of promotion to commissioned grade.....
8. Date of passing the Indian Army Special Certificate of Education .....
9. Appointments held during service.....
10. Family or hereditary services.....
11. Any special qualifications.....
12. Medical fitness* ..... (*Certificate to be attached.)

(The candidate will be examined by a medical board who will state whether he is physically fit for service as an officer of the regular Indian army.)

The board will be guided by the instructions for the examination of candidates appearing for the Sandhurst entrance examination, laid down in Appendix I of the provisional regulations respecting admission of Indian gentlemen to the Royal Military Academy, Woolwich, the Royal Military College, Sandhurst, and the Royal Air Force Cadet College, Cranwell (1928).

Vaccination† certificate [showing whether the candidate has been vaccinated successfully (or twice unsuccessfully) within the last 5 years]. †To be attached.

Certificate to be furnished by the officers commanding the unit :—

I certify that (Rank).....(Name)..... has been employed in a capacity where he has shown power of leadership, and that he possesses character, military attributes, social and moral bearing, which would warrant his being trained for a permanent

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commission in the Indian Army. I am willing to accept him, when trained, as a squadron/company officer in the unit under my command.

.....

.....

(Remarks of brigade commander as to the candidate's fitness and suitability.)

.....

.....

NOTE.—This form will be used by officers commanding units when submitting the names of Indian officers recommended for a course of training at the Royal Military College, Sandhurst.

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APPENDIX XLV.

Rules for the grant of good-conduct badges Indian army.

1. A good-conduct badge shall be a high distinction, conferred on a soldier under the rank of naik as a token of approbation of good-conduct, and shall be marked by a chevron worn on the left arm. B-350 (A. G. 9).

Service required for badges.

2. Good-conduct badges may be granted after the following period of service :—

One badge	after 2 years' service.
Two badges	„ 4 „ „
Three badges	„ 6 „ „

Reckoning of service.

3. A soldier shall reckon towards the grant of good-conduct badges all service with the colours allowed to reckon towards discharge.

4. A re-enlisted soldier, who has previously served in the Indian army as a regular soldier, shall be permitted to reckon towards the grant of good-conduct badges all service in the Indian army, provided that he acknowledged his former service on re-enlistment.

5. Service in the Indian army reserve shall not reckon towards the grant of good-conduct badges.

6. A soldier who has improperly enlisted while belonging to the Indian army reserve shall (if retained as a regular soldier in the Indian army on the detection of the offence) reckon towards the grant of good-conduct badges only his service from the date of his improper enlistment. If re-transferred to the reserve on the detection of the offence, his service from the date of his improper enlistment to the date on which he is re-transferred to the reserve shall not count towards the grant of good-conduct badges.

Grant of badges.

7. Subject to paragraph 9, a good-conduct badge shall be awarded, within the limits laid down in paragraph 2, to a soldier on completing a " term of good conduct," *i.e.*, a period of 2 years during which no entry has been made in the conduct sheet of the soldier's sheet roll (*vide* paragraph 804). If the offence last entered was a red ink entry such period shall reckon from the day following that of the termination of any imprisonment awarded ; otherwise it shall reckon from the date on which punishment was awarded.

8. A second or later badge shall not be granted under paragraph 7 until the badge or badges previously awarded have been held through a complete " term of good conduct " immediately preceding the date of the grant, except as laid down in paragraph 12.

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9. A good-conduct badge shall not be awarded under paragraph 7 to a soldier if, on the completion of a " term of good conduct ," he is absent, or is a prisoner, or in arrest, awaiting disposal. When the commanding officer finally disposes of any such case he shall, unless he awards a punishment which entails forfeiture of pay under paragraph 283 (*a*) (*b*) (*d*) (*e*) and (*f*), Pay and Allowance Regulations, Part I, decide whether the badge is, or is not, to be given to the soldier.

10. In awarding a good-conduct badge, or badges, to a man rejoining the Indian army from the Indian army reserve, regard shall be had to the entries in the conduct sheet of his sheet roll during his service in the reserve.

11. A soldier reduced from a higher rank to a rank in which he would be eligible for a good-conduct badge shall, unless forfeiture is awarded under paragraphs 14 to 16, be granted at once such a number of badges as he would have been eligible for under paragraph 2, in the lower rank, regard being had to the entries in the conduct sheet of his sheet roll (see paragraph 13) ; and the remaining badge or badges shall be awarded under the conditions of paragraph 19.

12. When the service which a soldier has forfeited by desertion, or for any other cause has been restored to him, he shall, from the date on which he is held to have become eligible for such restoration, be reassessed for good-conduct badges, and be awarded those to which his total service entitles him, having regard to the several entries of his name in the conduct sheet of his sheet roll since attestation, including the entry of the offence for which his service was forfeited. In such a case, the uninterrupted possession of the previous badge or badges during a complete " term of good conduct " shall not be enforced, nor shall it be necessary, before another badge can be awarded, that a full " term of good conduct " should have elapsed from the date of reassessment.

Forfeiture of badges.

13. One badge held by a soldier shall be forfeited for each occasion on which a red ink entry is made in the conduct sheet of his sheet roll (*vide* paragraph 804) unless the entry be for an offence entailing further forfeitures under paragraphs 14—17.

14. Except as laid down in paragraph 15, a general, summary-general, district or summary court-martial may, in addition to or without any other punishment, sentence a soldier to forfeit any or all of his good-conduct badges.

15. A soldier shall forefeit all his good-conduct badges and be placed in the same position as regards earning badges as a recruit when :—

(*a*) he is convicted of an offence under Section 31 or Section 36 (*c*). or (*d*) of the Indian Army Act, or

(*b*) his conviction by a court-martial is such as to entail a forfeiture of former service towards engagement.

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In such cases the forfeiture of badges shall not be included in the sentence.

16. A soldier sentenced by court-martial or by a civil court a term of imprisonment exceeding 6 months, or enlisted improperly (but not fraudulently), while belonging to the Indian Army Reserve, and on detection of the offence retransferred to the reserve, shall forfeit all good-conduct badges held by him without power of restoration, and shall be placed in the same position as regards earning badges as a soldier to whom a badge has never been awarded.

17. A soldier shall forfeit the whole of his good-conduct badges when :—

(*a*) dismissed from the service,

(*b*) discharged under item (*xv*) of the table annexed to Rule 13 of the Indian Army Act Rules,

(*c*) discharged under item (*xviii*) of the table annexed to Rule 13 of the Indian Army Act Rules, if the discharge has been sanctioned expressly on account of misconduct or as a result of a conviction by the civil authorities.

18. The forfeiture of a good-conduct badge shall be reckoned from the date on which punishment has been awarded.

Restoration of badges.

19. A soldier who forfeits a good-conduct badge, except under the circumstances defined in paragraphs 15 and 16, shall regain it on completing a " half term of good conduct ", reckoned as laid down in paragraph 7.

If the soldier has lost more than one badge he shall complete a " half term of good conduct " from the date of losing the last badge forfeited before one lost badge is restored, and shall complete another " half term " before the second badge is restored, and so on.

No good conduct badge shall, however, be restored if, on the completion of a " half term of good conduct " the soldier is absent or in arrest awaiting disposal for an offence which is subsequently entered in the conduct sheet of his sheet roll, or is absent under conditions which afterwards entail such an entry.

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APPENDIX XLVI.

Rules relative to (a) the loan of British or Indian troops to private firms in connection with films production and (b) their participation in military tattoos or similar displays.

FILM—PRODUCTION.

A. 28921 (A. G.-11).

British or Indian troops may be loaned to approved private firms in connection with film production on the following main conditions.

(A) that the production is in every respect a suitable one,

(B) that training requirements are not interfered with,

(C) that no expense of any sort is incurred by army funds,

(D) that the troops are remunerated at civilian rates by the company concerned,

(E) that a suitable payment is made to army funds in consideration of the facilities granted.

2. These conditions will be clearly laid down, and formally accepted, in letters exchanged as a preliminary to the provision of facilities.

3. In accordance with the condition in paragraph 1 (A) above, the story and the scenario will be approved in advance by Army Headquarters, and the completed film will be submitted for examination before issue. Any unsuitable incident will be deleted by the company if required. The terms, if any, in which reference may be made to the fact that military sanction is afforded, will be submitted to Army Headquarters for approval.

4. The loan of troops will depend upon whether they can be provided at the time and place required without inconvenience or interference with training requirements.

5. In accordance with condition (C) in paragraph 1 above, the film company will undertake :—

(*a*) to pay all travelling expenses of military personnel and the cost of conveyance of all stores and animals,

(*b*) to make good all damages to, and deficiencies in military property and stores arising out of the representation, and, accordingly, to pay to the Army Department the difference between the values at the date of issue and date of return, as assessed by the issuing officer, of any army stores used at the company's request for the purpose of the representation,

(*c*) to provide all stores (including period costume) not of military pattern, and to pay the full cost of putting into repair, for the purpose of the representation, any military stores which cannot be provided otherwise,

(*d*) to pay the full value of all consumable stores (such as oil, petrol, lubricants and blank S. A. A.),

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(*e*) to meet all claims (which will be based on the cost of replacement of animals killed or cast) arising out of the loss of animals killed or dying as the result of injuries sustained during or on the way to or from the representation (including any loss on sale in the case of animals injured so as to be cast),

(*f*) to pay for actual damage to, loss of, and deterioration of clothing and equipment in the possession of troops. The clothing and equipment will remain the property of the military authorities,

(*g*) to meet all third party risks,

(*h*) to insure against all the risks mentioned above.

6. The personnel taking part in the production of films will be drawn from volunteers. They will be paid for their services by the film company at civilian rates (in addition to their army pay from army funds), and will be regarded as being temporarily in the employment of the film company and not on duty while so engaged. It will be made clear to men that they will not be entitled to compensation under military regulations in the event of accident. To safeguard the position of troops participating, a condition of official assistance being given will be that the film company take out an insurance covering the payment of compensation in respect of any injury to army personnel taking part in the production. The above conditions will be explained to men who volunteer their services.

6-A. Film companies will be required to take out an accident insurance policy in respect of each person, whilst he is so employed providing for the following scale of benefits :— A.-49787 (A. G.-14).

In the event of an accident causing—	British officers and other ranks (including Indians with substantive King's commissions).	Indian officers (Viceroy's commissions) and other ranks.
	Rs.	Rs.
(*a*) Death	15,000	7,500
(*b*) Loss of both hands or both feet or one of each or the sight of both eyes ..	30,000	15,000
(*c*) Loss of one hand or one foot and the sight of one eye ..	15,000	7,500
(*d*) Loss of one hand or one foot or the sight of one eye ..	7,510	4,000
(*e*) Disablement by injuries other than those specified in (*a*), (*b*), (*c*) or (*d*) and resulting (as certified by an Army Medical Board) in discharge from the Army	7,500	4,000

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6-B. The contemplated insurance will be a pure accident insurance.

6-C. For convenience the insurance may take the form of a group policy in respect of each undertaking to cover the total number of troops engaged, but each man must be furnished by the film company with a leaflet setting out the benefits.

6-D. The policy will contain an arbitration clause providing for all differences arising out of the policy to be referred to the Government of India who will appoint an arbitrator, if necessary.

7. As regards condition (D) in paragraph 1 above, the cost of any rations issued by government during the period of a soldier's employment by a film company will be deducted from his civil emoluments.

8. As regards condition (E) in paragraph 1 above, film companies in addition to giving an undertaking to ensure that no expense of any kind shall fall on army funds, will be required to make a payment commensurate with the facilities afforded.

9. Commanding officers of units concerned are responsible that the above conditions are complied with.

10. Applications for the employment of troops with private film companies will be submitted to Army Headquarters for final approval by commands and Burma district together with the $\frac{\text{Army Commander's}}{\text{District Commander's}}$ recommendations thereon. Applications will contain full particulars as regards the number of troops required, dates and periods of employment.

Military tattoos and similar displays.

11. It is a primary condition under which British or Indian military personnel are permitted to take part in military tattoos or similar displays when gate money is taken that no expense of any kind should fall on public funds.

12. In the case of events of this nature the organising committees will be required to indemnify the military authorities against all claims in respect of accidents to participants and therefore the committee's arrangements will be such as to ensure that the cost of insurance is covered.

13. Military personnel partaking in these displays (including rehearsals) will be treated as if on duty and, in the vent of injury or death they or their families will be eligible for full pensionary benefits.

14. Sanction for the holding of those displays or the participation of military personnel therein will only be accorded by district or independent brigade commanders provided that adequate guarantees (*e.g.*, full cover by insurance) are furnished by organising committees to cover any charge which by such employment of military personnel may fall on army funds for pension or gratuity.

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15. Insurance policies will be approved, and sanction will be accorded to the holding of displays in which military personnel are to participate, by the district or independent brigade commander of the area within which it is proposed the display shall take place. Such approval, together with details as to the guarantees, will be communicated by the organising committee to units invited to take part, who will, in turn, obtain sanction of their district or independent brigade commander before agreeing to participate.

16. If risk to spectators is involved by the display they, both civil and military, will be insured.

17. In the event of an injury being sustained by British or Indian troops while engaged in any of the following :—

(*a*) a tattoo or similar event,

(*b*) during rehearsals for (*a*),

(*c*) production of films,

the organising committee or film company will be informed immediately in order that they may have the opportunity of notifying the insurance company concerned of a potential claim.

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APPENDIX XLVII.

Rules Regarding Landing Grounds.

(Paragraphs 70—76 of the Regulations for the M. E. S.).

(See paragraph 547-E).

70. LANDING GROUNDS—CLASSIFICATION.

Military (as opposed to Civil or Political) landing grounds in India are classified as below.

(a) Normal landing grounds.

Grounds situated on Royal Air Force routes or required for Royal Air Force operational purposes. They are sub-divided into :—

(*i*) Aerodromes (A).—Grounds equipped with technical buildings, hangars, etc.

(*ii*) Petrol Landing Grounds (P. L. G.).—Grounds at which aviation petrol can be obtained either from a shed on the ground or from a source near by.

(*iii*) Emergency Landing Grounds (E. L. G.).—Grounds required for special Royal Air Force purposes or more normally to divide distances between P. L. G's. when these are long, or when the country is peculiarly unfavourable for landing.

Aviation petrol is normally not available at or near these grounds.

As a general rule all normal landing grounds can be considered as permanent grounds ; in exceptional circumstances, however, temporary grounds may be taken up for short periods for special Royal Air Force training or for cross country flights.

(b) Co-operation landing grounds (C. L. G.).

Grounds primarily required for co-operation between army and Royal Air Force units.

They may, however, be utilised for purely Royal Air Force purposes with the permission of the local army authorities on each occasion.

Co-operation landing grounds may be permanent or temporary according to the frequency of their use. Examples would be :—

(*i*) Permanent—C. L. G's. in cantonments or required for regular practice camps in fixed areas outside cantonments.

(*ii*) Temporary C. L. G's. in an area in which a temporary concentration is being held.

(c) Unprepared landing grounds (U. L. G.).

Grounds which may be required at short notice for military purposes in certain stations.

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Sites for these grounds will be selected and plans prepared by the local Army authority for their construction at short notice should the necessity arise.

71. LANDING GROUNDS—INCIDENCE OF CHARGES.

The incidence of charges due to the hiring, acquisition, preparation, and maintenance of landing grounds will be in accordance with the following rules :—

(*a*) All charges for normal landing grounds, except for grounds in Indian states (classified as normal), but including those grounds (such as parade or recreational) under army control which have been temporarily placed at the disposal of the Royal Air Force will be met from Royal Air Force funds. Grounds in Indian states are the property of, and are maintained by, the state authorities.

(*b*) Charges for co-operation landing grounds (permanent or temporary) will be met as follows :—

(*i*) If required for co-operation purposes within cantonments, from Military Engineer Services funds

(*ii*) If required for co-operation purposes outside cantonments, from the training grants concerned.

(*iii*) If required solely for Royal Air Force purposes, from Royal Air Force funds.

(*c*) There are no charges for unprepared landing grounds during normal times. If, however, the military situation demands the preparation of the ground, all expenditure in connection with such preparation will be a debit against army funds, or against Royal Air Force funds if the ground is required for purely Royal Air Force purposes.

72. LANDING GROUNDS—DEFINITION OF " LOCAL MILITARY AUTHORITY. "

In accordance with the " Rules complementary to the Cantonment Land Administration Rules, 1925," the local military authority is responsible for certain duties with regard to the acquisition, custody, and relinquishment, of military lands.

For normal landing grounds in army charge and for all co-operation landing grounds, this local military authority will be the local army authority.

For normal landing grounds in Royal Air Force charge in Northern Command and Western Command, the local military authority will be the Royal Air Force unit commander detailed in paragraph 73 (*b*) (*i*).

For normal landing grounds in Royal Air Force charge in Southern Command and Eastern Command, the local military authority will be

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the commander, Royal engineers, concerned, acting on behalf of the Air Officer Commanding.

The designation of the local military authority is entered in the "Register of Aerodromes and Landing Grounds in India" against each individual landing ground.

73.—LANDING GROUNDS—MAINTENANCE, INSPECTION AND REPORTS.

(a) Maintenance.

(*i*) Normal landing grounds will always be kept in thorough repair.

(*ii*) Co-operation landing grounds will be repaired (or, in the case of temporary C. L. G's. prepared) only when required for use.

If required for co-operation, the G. O. C. district, etc., concerned will issue the necessary instructions.

If required for purely Royal Air Force purposes, C. L. G's will be put in order under instructions issued by Royal Air Force H. Q., after the consent of the local army authority has been obtained.

(*iii*) Civil landing grounds can always be expected to be in repair.

(*iv*) Political landing grounds are only repaired when special arrangements are made.

(b) Inspection.

(*i*) All new grounds, permanent or temporary, will be inspected and reported on by a Royal Air Force officer when initially proposed, and again after the completion of their preparation.

The inspecting Royal Air Force Officers will be detailed by the following authorities :—

For grounds in :—

Northern Command	Kohat Dstrict	O. C. No. 1 Wing Kohat.
	Waziristan District	
	Peshawar District	O. C. No. 2 Wing Risalpur.
	Rawalpindi district	
	Lahore district	O. C. Squadron Ambala.
Western Command	Baluchistan district	O. C. No. 3 Wing Quetta.
	Zhob Independent Brigade Area.	
	Sind Independent Brigade Area.	O. C. Aircraft Depot Drigh Road.
	Indian States	Royal Air Force Headquarters.
	Southern Command	
	Eastern Command.	

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(*ii*) The quarterly inspections of normal landing grounds, whether in Army or Royal Air Force charge, will be carried out in the Northern Command and Western Command under the orders of the Royal Air Force authorities mentioned in (*i*) above, and in the Southern Command and Eastern Command under the orders of the commander, Royal engineers, concerned.

The quarterly inspection of landing grounds in Indian states will be carried out under the orders of Royal Air Force Headquarters.

(c) Reports.

Whenever a normal landing ground is unfit for use, a report will be telegraphed by the local garrison engineer to Royal Air Force Headquarters and to the local military authority if a Royal Air Force officer.

74. LANDING GROUNDS—POLICY.

(*a*) Landing ground policy is decided by Army and Royal Air Force Headquarters.

(*b*) For economy, co-operation, and protection, normal landing grounds should be chosen, if possible in or near cantonments, and co-operation landing grounds either in cantonments or alongside training and practice camps.

(*c*) If a site for a landing ground can be found in cantonments on ground not used by the garrison for training or recreation, the site will be transferred to the charge of the Royal Air Force and the ground will be classified as a normal landing ground.

(*d*) If the site chosen is also used by the troops for training or recreation, the classification of the ground will depend on the amount of interference caused to the troops by its use as a landing ground by the Royal Air Force.

The army has the prior use of such grounds and may resume complete occupation should circumstances necessitate such action.

If the interference is considered by the local army authorities to be negligible, the ground will be classified as a normal landing ground but the charge of the ground will be retained by the army.

If the interference is held to be considerable and the ground can only be put at the disposal of the Royal Air Force on special occasion, the ground will be classified as a co-operation landing ground.

If the construction of the ground would permanently interfere with the recreation or training of troops, the ground will be earmarked only and classified as an unprepared landing ground.

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75. LANDING GROUNDS—PROCEDURE FOR ACQUISITION, ETC.

(*a*) The essential preliminary to the acquisition or preparation of any new landing ground is an inspection and report by a Royal Air Force officer submitted to and approved technically by the A. O. C.

(*b*) Proposals for normal landing grounds are usually initiated by Royal Air Force Headquarters or the local Royal Air Force authorities.

An inspection will be made by a Royal Air Force officer in communication with the local army authorities and a report will be submitted to Royal Air Force Headquarters.

If the proposal is accepted by the A. O. C, he will after consulting A. H. Q. forward it to the G. O. C.-in-C.

On receipt of the concurrence of the G. O. C.-in-C. the A. O. C. will obtain the final approval of A. H. Q. Subsequent procedure will depend on the category of the land selected. If the site in outside cantonments, the procedure laid down in Part II of the " Rules complementary to the Cantonment Land Administration Rules, 1925, etc. " will be followed. If inside cantonments and the land has to be transferred to the Royal Air Force, the procedure will follow the " Cantonment Land Administration Rules, 1925." If no transfer is necessary [see paragraph 74 (*c*)] the approval of A. H. Q. will be communicated to the command concerned and arrangements made for the preparation of the ground.

(*c*) Proposals for co-operation landing grounds, permanent or temporary, will be initiated by local army authorities.

The local army authority will ask for the services of a Royal Air Force officer (for the necessary inspection and report) from the local Royal Air Force authority or from Royal Air Force Headquarters as laid down in paragraph 73 (*b*) (*i*).

The Royal Air Force officer's report will be sent to the local Army authority and forwarded by him, through the G. O. C.-in-C., to Royal Air Force Headquarters. The A. O. C., after recording his opinion as to whether the site selected is technically suitable for use by aeroplanes, will pass the proposal to A. H.Q. for further necessary action.

Subsequent procedure will depend on the class of land to be acquired, as below :—

(*i*) In the case of permanent co-operation landing grounds *ex*-cantonments, the procedure is governed by the " Rules, complementary to the Cantonment Land Administration Rules, 1925, etc."

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(*ii*) In the case of temporary co-operation landing grounds *ex*-cantonments, the procedure is governed by paragraph 23 (*k*) of these regulations.

(*iii*) In the case of permanent co-operation landing grounds in cantonments, if transfer of land is necessary, the "Cantonment Land Administration Rules, 1925" should be followed. If no transfer of land is required, the preparation of the landing ground will be carried out under the orders of the G. O. C.-in-C.

On its completion a Royal Air Force officer will be detailed to inspect the ground.

(*d*) Proposals for the abandonment or re-classification of grounds will be forwarded by local army and Royal Air Force authorities to army and Royal Air Force Headquarters respectively through the usual channels.

(*e*) In the event of a landing ground being required in an Indian state, the approval of the Government of India in the Foreign and Political Department must be obtained through Royal Air Force Headquarters.

After this approval has been obtained, the local Royal Air Force authority will address the local political authority and request him to approach the state authorities in the matter; thereafter all negotiations with the state authorities should be conducted either through the local political authority or in close communication with him.

(*f*) The above rules do not apply to the acquisitions, etc., of civil or political landing grounds.

76. LANDING GROUNDS—USE OF—BY CIVIL AVIATORS.

(*a*) For the purposes of their use by civil aviators, areas of military land on which aircraft can land are divided into :—

(*i*) Royal Air Force aerodromes (*i.e.*, landing grounds at which Royal Air Force units are stationed).

(*ii*) Military landing grounds in Royal Air Force charge.

(*iii*) Military landing grounds in army charge.

(*iv*) Other military areas, which are not recognised landing grounds on which a machine can be landed, henceforth entitled "other military areas."

(*b*) As the following areas are prohibited for air navigation to civil aircraft in India, the use of all landing grounds in these areas is forbidden :—

(*i*) The administered districts and political agencies of the North-West Frontier Province.

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Similarly the Government of India in the Army Department will not be liable for loss or damage by fire, flood, or other avoidable or unavoidable accident, to aircraft housed in government sheds, but Os. C. stations will ensure that all reasonable precautions are taken to prevent the risk of damage to civil aircraft in the same manner as government property is protected.

The permission given by an O. C. station [see (*e*) above] involves no guarantee that the landing ground or other military area is fit for a machine to land on. This applies not only to the condition of the surface but also to the air approaches, dimensions, or any obstruction or condition which would render the ground risky or unsafe to use. The responsibility for using the ground or area rests entirely with the person making the application. It should be understood that only a few of the landing grounds in army charge are kept permanently in repair and that it is essential for the ground or area on which it is proposed to land to be reconnoitred by the applicant or his agent before a landing is attempted.

(*i*) Applications for the construction of buildings for civil aviation purposes on any Royal Air Force aerodromes, military landing ground, or "other military area," will be dealt with in accordance with the principle of Rule 14 of the Cantonment Land Administration Rules ; that is to say no building other than a construction of a purely temporary nature may be erected without the sanction of the Government of India. Applications for the construction of temporary buildings, which for the purposes of this rule may be assumed to include any small buildings that can be easily erected and removed at short notice, such as petrol sheds and chowkidars' huts, may be sanctioned or rejected by the A. O. C. or the military authority in control of the ground (see Part I, paragraph 2 of the Complementary Land Rules), but the permission, if granted, will always be subject to the condition that the applicant will be required to remove the building at his own expense and without compensation if at any time the landing ground or other military area is abandoned, sold, leased, or required for other military purposes.

The persons, firm or agent, requiring the construction of a building will forward an application to the Director of Civil Aviation accompanied by full plans, including a site plan and specification of the building required. The Director of Civil Aviation will forward the application to the A. O. C. for his remarks and the latter will satisfy himself that the building will offer no obstruction to the flying of Service aircraft. The application will then be disposed of by the A. O. C. himself or by the appropriate military authority if the building is of a temporary nature, or will be submitted by the

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A. O. C., or the appropriate military authority, as the case may be, for the orders of the Government of India if the building does not fall within the definition of temporary structures given above. If sanction is accorded by the Government of India it will be in the form of a special agreement between the applicant and the Army Department.

Proposals for buildings required by the Director of Civil Aviation for government purposes will be dealt with in the same way.

* * * * * * *

(*j*) In addition the following rules apply to all landing gro other than Royal Air Force aerodromes :—

Petrol oil, and aviation stores will not be supplied by th or Royal Air Force to civil aviators at military landing or other military areas.

Individuals or firms will be responsible for :—

(*i*) The provision of any picketting gear for aricraft may be required.

(*ii*) The provision of accommodation for the crew craft, if required.

(*iii*) The delivery and safe custody of any stor ired by them.

(*iv*) The provision of adequate guards or othe ection to aircraft by day or night.

Every pilot of a civil aircraft landing on a milita ng ground, where a log book is kept will sign the log be parture.

NOTE.—The log book is kept by the chowkidar and the priate column will be filled in.

(*k*) The army authorities are not in any way onsible for the reception of civil aircraft.

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75. LANDING GROUNDS—PROCEDURE FOR ACQUISITION, ETC.

(*a*) The essential preliminary to the acquisition or preparation of any new landing ground is an inspection and report by a Royal Air Force officer submitted to and approved technically by the A. O. C.

(*b*) Proposals for normal landing grounds are usually initiated by Royal Air Force Headquarters or the local Royal Air Force authorities.

An inspection will be made by a Royal Air Force officer in communication with the local army authorities and a report will be submitted to Royal Air Force Headquarters.

If the proposal is accepted by the A. O. C, he will after consulting A. H. Q. forward it to the G. O. C.-in-C.

On receipt of the concurrence of the G. O. C.-in-C. the A. O. C. will obtain the final approval of A. H. Q. Subsequent procedure will depend on the category of the land selected. If the site in outside cantonments, the procedure laid down in Part II of the "Rules complementary to the Cantonment Land Administration Rules, 1925, etc." will be followed. If inside cantonments and the land has to be transferred to the Royal Air Force, the procedure will follow the "Cantonment Land Administration Rules, 1925." If no transfer is necessary [see paragraph 74 (*c*)] the approval of A. H. Q. will be communicated to the command concerned and arrangements made for the preparation of the ground.

(*c*) Proposals for co-operation landing grounds, permanent or temporary, will be initiated by local army authorities.

The local army authority will ask for the services of a Royal Air Force officer (for the necessary inspection and report) from the local Royal Air Force authority or from Royal Air Force Headquarters as laid down in paragraph 73 (*b*) (*i*).

The Royal Air Force officer's report will be sent to the local Army authority and forwarded by him, through the G. O. C.-in-C., to Royal Air Force Headquarters. The A. O. C., after recording his opinion as to whether the site selected is technically suitable for use by aeroplanes, will pass the proposal to A. H.Q. for further necessary action.

Subsequent procedure will depend on the class of land to be acquired, as below :—

(*i*) In the case of permanent co-operation landing grounds *ex*-cantonments, the procedure is governed by the "Rules, complementary to the Cantonment Land Administration Rules, 1925, etc."

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(*ii*) In the case of temporary co-operation landing grounds *ex*-cantonments, the procedure is governed by paragraph 23 (*k*) of these regulations.

(*iii*) In the case of permanent co-operation landing grounds in cantonments, if transfer of land is necessary, the "Cantonment Land Administration Rules, 1925" should be followed. If no transfer of land is required, the preparation of the landing ground will be carried out under the orders of the G. O. C.-in-C.

On its completion a Royal Air Force officer will be detailed to inspect the ground.

(*d*) Proposals for the abandonment or re-classification of grounds will be forwarded by local army and Royal Air Force authorities to army and Royal Air Force Headquarters respectively through the usual channels.

(*e*) In the event of a landing ground being required in an Indian state, the approval of the Government of India in the Foreign and Political Department must be obtained through Royal Air Force Headquarters.

After this approval has been obtained, the local Royal Air Force authority will address the local political authority and request him to approach the state authorities in the matter; thereafter all negotiations with the state authorities should be conducted either through the local political authority or in close communication with him.

(*f*) The above rules do not apply to the acquisitions, etc., of civil or political landing grounds.

76. LANDING GROUNDS—USE OF—BY CIVIL AVIATORS.

(*a*) For the purposes of their use by civil aviators, areas of military land on which aircraft can land are divided into :—

(*i*) Royal Air Force aerodromes (*i.e.*, landing grounds at which Royal Air Force units are stationed).

(*ii*) Military landing grounds in Royal Air Force charge.

(*iii*) Military landing grounds in army charge.

(*iv*) Other military areas, which are not recognised landing grounds on which a machine can be landed, henceforth entitled "other military areas."

(*b*) As the following areas are prohibited for air navigation to civil aircraft in India, the use of all landing grounds in these areas is forbidden :—

(*i*) The administered districts and political agencies of the North-West Frontier Province.

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(*ii*) The area in British Baluchistan and the Baluchistan Agency territories lying to the north of line 26° 20′ North latitude.

(*c*) Subject to the exigencies of the service, civil aircraft will be permitted to make use of Royal Air Force aerodromes.

(*d*) Military landing grounds in Royal Air Force charge may be used by civil Aviators at any time as a point of call on *bona fide* long distance flights or when it is required to pick up a passenger or other load fort ransport to another place. In such cases it is not necessary for civil aviators to ask for permission to use these grounds. This concession does not extend to the use of any ground as a terminus of a temporary or permanent air line, nor to the use of the ground for displays or for carrying passengers for local flying on payment. For all flying such as this special permission must be obtained from Royal Air Force Headquarters. In applying for this permission full details should be stated of the flying it is proposed to carry out and dates and times should be given. The application should also be accompanied by a guarantee that arrangements have been made with the local civil authorities for the adequate policing of the ground during the period of stay and that the cost of the police, if any, is being met by the applicants.

The list of military landing grounds is published in Royal Air Force Instructions (India) ; it will be revised annually and communicated to the Director of Civil Aviation.

(*e*) Military landing grounds in army charge and " other military areas " [see (*a*) (*iv*) above] may be used by a civil aviator provided that he has asked for and obtained the permission of O. C. station.

In asking for this permission the time and date of the proposed landing must be stated. It should be understood that the permission, when given, will be confined to a particular occasion only.

Any abuse or neglect of this rule will lead to the ground or area being definitely put " out of bounds " and the offender reported through the usual military channels to the Director of Civil Aviation.

The landing grounds and other areas referred to in this rule comprise all recognised landing grounds and landable areas on military land other than those referred to in (*b*) and (*c*) above.

If applications from civil pilots become so numerous as to cause inconvenience to the O. C. station or intereference with the training or recreation of troops, the O. C. station will report the matter through the usual channels and the ground or area will be put out of bounds to civil aircraft.

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(*f*) In the case of Royal Air Force aerodromes "Landing Charges" and "Housing Charges" to be paid by civil aviators for the use of landing grounds, sheds or hangars, are laid down in Royal Air Force Instructions, India.

These charges as well as the "assessed rent" for any quarters occupied by civilian pilots or mechanics will be collected in cash, before the departure of the aircraft, under arrangements to be made by the Royal Air Force O.C. station.

The terms for the hire of Royal Air Force aerodromes for displays or exhibitions by civilians will be arranged in each case by Headquarters Royal Air Force India. Such terms will be inclusive of all landing fees for the period of hire and the lessee will make his own charges for visitors arriving by air, but landing fees must not exceed the prescribed scale. The recovery of such amounts due for hire of aerodromes will be made by the Royal Air Force O. C. station.

Amounts collected as above will be included by the Royal Air Force O. C. station in his imprest account supported by the receipted bill forms (and the tickets); except rent for quarters, the amounts realised on account of which will be handed over to the local M. E. S. authorities for credit to Royal Air Force receipts.

(*g*) The following rules apply to all landing grounds and "other military areas" other than Royal Air Force aerodromes:—

(*i*) Their use by civil aviators is free of charge.

(*ii*) The army and the Royal Air Force will not provide accommodation thereon for personnel, aircraft, petrol, oil, or aviation stores, for the use of civil aviators.

(*iii*) Under no circumstances may the personnel of any civil aircraft make use of or interfere with, any government property, stores, or, sheds, or the chowkidar or other government employee in charge of the property, ground or area.

(*h*) The use by civil aviators of Royal Air Force aerodromes, military landing grounds, or "other military areas" is at their own risk.

The Government of India in the Army Department accept no responsibility whatever for loss or damage to civil personnel, aircraft, or aircraft stores. Every endeavour will be made to inform the Director of Civil Aviation when grounds are unserviceable; no guarantee can be provided, however, that landing grounds or other military areas will be serviceable or that warnings will be issued.

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Similarly the Government of India in the Army Department will not be liable for loss or damage by fire, flood, or other avoidable or unavoidable accident, to aircraft housed in government sheds, but Os. C. stations will ensure that all reasonable precautions are taken to prevent the risk of damage to civil aircraft in the same manner as government property is protected.

The permission given by an O. C. station [see (*e*) above] involves no guarantee that the landing ground or other military area is fit for a machine to land on. This applies not only to the condition of the surface but also to the air approaches, dimensions, or any obstruction or condition which would render the ground risky or unsafe to use. The responsibility for using the ground or area rests entirely with the person making the application. It should be understood that only a few of the landing grounds in army charge are kept permanently in repair and that it is essential for the ground or area on which it is proposed to land to be reconnoitred by the applicant or his agent before a landing is attempted.

(*i*) Applications for the construction of buildings for civil aviation purposes on any Royal Air Force aerodromes, military landing ground, or "other military area," will be dealt with in accordance with the principle of Rule 14 of the Cantonment Land Administration Rules ; that is to say no building other than a construction of a purely temporary nature may be erected without the sanction of the Government of India. Applications for the construction of temporary buildings, which for the purposes of this rule may be assumed to include any small buildings that can be easily erected and removed at short notice, such as petrol sheds and chowkidars' huts, may be sanctioned or rejected by the A. O. C. or the military authority in control of the ground (see Part I, paragraph 2 of the Complementary Land Rules), but the permission, if granted, will always be subject to the condition that the applicant will be required to remove the building at his own expense and without compensation if at any time the landing ground or other military area is abandoned, sold, leased, or required for other military purposes.

The persons, firm or agent, requiring the construction of a building will forward an application to the Director of Civil Aviation accompanied by full plans, including a site plan and specification of the building required. The Director of Civil Aviation will forward the application to the A. O. C. for his remarks and the latter will satisfy himself that the building will offer no obstruction to the flying of Service aricraft. The application will then be disposed of by the A. O. C. himself or by the appropriate military authority if the building is of a temporary nature, or will be submitted by the

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A. O. C., or the appropriate military authority, as the case may be, for the orders of the Government of India if the building does not fall within the definition of temporary structures given above. If sanction is accorded by the Government of India it will be in the form of a special agreement between the applicant and the Army Department.

Proposals for buildings required by the Director of Civil Aviation for government purposes will be dealt with in the same way.

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(*j*) In addition the following rules apply to all landing gro other than Royal Air Force aerodromes :—

Petrol oil, and aviation stores will not be supplied by th or Royal Air Force to civil aviators at military landing or other military areas.

Individuals or firms will be responsible for :—

(*i*) The provision of any picketting gear for aricraf may be required.

(*ii*) The provision of accommodation for the crew craft, if required.

(*iii*) The delivery and safe custody of any sto ired by them.

(*iv*) The provision of adequate guards or oth ection to aircraft by day or night.

Every pilot of a civil aircraft landing on a milita ng ground, where a log book is kept will sign the log b parture. priate column.

NOTE.—The log book is kept by the chowkidar and th will be filled in.

(*k*) The army authorities are not in any wa onsible for the reception of civil aircraft.

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